



Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: April 26, 2016

Present: Cherine Klassen, Laura Hannant, Justin Vance, Laurie Riehl, Eileen Delman Annette Sawall.

Regrets: Trish Marshall, Jen Comer, Karen Unruh.

Secretary: Aaron Francis

Call to order: 7:02m

Agenda

Motion to adopt agenda. M/S Laura, Justin. Carried.

Approval of Minutes of February 23, 2016 meeting.

Motion to approve minutes. M/S Eileen, Laura. Carried.

Business Arising from Minutes

- A "thank you" to everyone who participated in the strategic planning surveys and sessions was added to the final plan as suggested at previous meeting. The final plan has been posted to the website, although a few minor formatting changes are still expected.
- Two online surveys were conducted to look at potential change in board meeting day/time. The result of the surveys was that the current time (last Tuesday of the month at 7pm) remains the most feasible time and will be maintained.
- Permission was received from the RDCK to construct the deck cover and move two exterior outlets. The work has been completed.

Correspondence

- None

Librarian's Report

- Detailed librarian and statistics reports are distributed by email monthly to the Board and interested parties.
- Aaron gave trustees a tour of all of the new furniture that had been installed over the past month.

Committee Reports

Finance

- A question was asked about Donations, which are lower than expected. Aaron explained that a large portion of donations come in later in the year, including donations from Friends of the Library to support Summer Reading Club. Actual donations are expected to be within range of budgeted amount.

Policy

- Policies need to be reviewed annually. This will be a task for the new committee.

Kootenay Library Federation

- The new KLF Director was not hired after the first round of applications. The position was reposted and there has been a good response.
- LDAG and KLF Board meetings will be held in Creston this weekend (April 29-30).

Facilities Committee

- No updates.

Friends of the Library Committee

- Next meeting and AGM is scheduled for June 15.

Fundraising Committee

- No updates.

Human Resources Committee

- No updates.

Strategic Planning Committee

- No updates.

Motion to accept reports. M/S Annette/Eileen. Carried.

Old Business

1. Parking Lot
No updates.

New Business

1. Election of Board and Vice-Chair
Cherine Klassen is nominated to serve as Chair. Eileen Delman is nominated to serve as Vice Chair. No other nominations were received. They are appointed by acclamation.
Aaron will create a Survey Monkey poll to determine preferred board meeting times.
2. Committee Formations – The following committees were formed:

Finance – Cherine, Eileen, Laurie
Policy – Eileen, Annette
KLF – Laurie volunteered to attend upcoming KLF board meeting. Library representation on KLF board will be re-visited at following meeting.
Facilities – Justin, Annette. Karen or Jen to be invited.
Friends of the Library – On hold.
Human Resources – Cherine, Justin. Trish to be invited.
Strategic Planning – Justin, Laura, Jen, Cherine, Annette.
Nominations – Inactive.
Negotiations – Inactive.

Motion to accept appointments and committee formations. M/S Justin, Laura. Carried.

3. Board Training/orientation (TOPS, BCLTA website)
Aaron provided information and links to TOPS training and BCLTA website for interested Board members.

4. Signing Authority designated.
Cherine, Eileen, and Justin to be granted signing authority. Linda to be removed.
Aaron will contact the Credit Union and make arrangements.

5. Volunteer Tea.
A number of ideas for rejuvenating the Volunteer were discussed, including offering a larger gift for a single volunteer (rather than many small gifts), hosting a wine/cheese tasting, putting on a murder mystery or casino games night. Annette, Laurie, and Justin to form planning group.

Motion to adjourn – Annette

Meeting adjourned at 8:07pm.

Next meeting: May 31, 7:00pm at the library.

Minutes recorded by Aaron Francis