

Draft Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: February 18, 2020

Present: Joan Hedstrom, (chair), Justin Vance, Denné Ahlefeld, Kim Garety, Joanna Wilson (Town Rep), Laurie Riehl

Regrets: Brenda Bruns, Dallas Jordan

Secretary: Saara Itkonen (Chief Librarian)

Call to order: 7:05pm

Agenda

Motion to adopt agenda. M/S Joanna/ Denné. Carried.

Approval of Minutes of January 21, 2020 meeting

Motion to approve minutes. M/S Laurie/Justin. Carried.

Correspondence

- None.

Reports

Friends of the Library

- The board wrote a letter to the Friends of the Library requesting \$5891.20 for a new outdoor library sign. The Friends agreed to cover the costs in full and have provided a cheque for the project to begin.

Chief Librarian's Report

- Saara presented the operations report for January 2020. Highlights included the Reading Buddies and Getting to Know Your iPad programs, our practicum student and a new part-time position for a community member with intellectual disabilities.

Finance Report

- Saara presented the finance report for January 2020. Saara explained that the beginning of the year is an expensive time for the library with insurance, database renewals and membership dues.

Labour/Management Committee Report

- The next meeting is Tuesday, April 7th at 1:00pm with Louise from CUPE.

Kootenay Library Federation

- Laurie informed the board of the recent KLF Wages Survey.

Nominations

- There are 2 board vacancies to fill at the upcoming AGM. Board members have been asked to each bring forward a nomination for the March 31 board meeting.

Strategic Planning

- Saara has asked a Friends of the Library member to join the strategic planning committee. Once she hears back, she will set a date for the committee to meet.

100 Anniversary Planning

- The planning committee met with Amanda Murray, the event coordinator, in February. Plans for the gala event are going well. The date for the event has moved to September 26th.
Motion to accept reports. M/S Justin/Kim. Carried.

Old Business

AGM Planning – April 28

- The library's financial information has been sent to Apex Accounting.
- Joan will work on the new constitution with Saara.
- The board agreed to hold the AGM at 7pm on April 28, with the regular board meeting to follow afterwards.

Library Finances

- Saara presented the board with the 2017 financial report that showed a \$24,000 deficit and the 2019 Financial Report that shows an additional \$3,900 deficit for that year.
- Saara requested an additional \$10,000 to be transferred from the library's capital reserve to address the ongoing shortfall and bring the library's finances to a balance going forward.
Motion to approve an additional \$10,000 transfer from Capital Reserve to chequing. M/S Denné /Joanna. Carried.

New Business

Library Giving Day – April 23

- The board has decided to participate in Library Giving Day this year.
- Justin will approach Brian Pealow about participating in the fundraising.
- Saara will speak with the Friends of the Library about setting up a table(s) in the community to solicit donations.

Motion to adjourn. M/S Laurie/Justin. Carried

Meeting adjourned at 8:30pm.

Next meeting: Tuesday, March 31 at 7pm.