

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

Date: January 21, 2020

Present: Joan Hedstrom, (chair), Justin Vance, Dallas Jordan, Kim Garety, Joanna Wilson (Town Rep)  
Regrets: Denné Ahlefeld, Laurie Riehl, Brenda Bruns  
Secretary: Saara Itkonen (Chief Librarian)

Call to order: 7:24pm

**Agenda**

Motion to adopt agenda. M/S Laurie/Kim. Carried.

**Approval of Minutes of November 19, 2019 meeting**

Motion to approve minutes. M/S Dallas/Joanna. Carried.

Correspondence

- None.

**Reports**

Trustees Community Engagement Reports

- Joan reported that someone on a community Facebook page remarked that “Creston has such a good library.”

Friends of the Library

- None.

Chief Librarian’s Report

- Saara presented the operations report for November & December 2019. Highlights included library attendance at the Creston Valley Youth Network grand opening and holiday movie matinees.

Finance Report

- Saara presented the finance report for November & December 2019. The board stressed the need to cut electrical costs for the library. The Chief Librarian is currently applying for a CBT grant to address this.

## Labour/Management Committee Report

- The next meeting is Tuesday, February 11<sup>th</sup> at 1:30pm with Louise from CUPE.

## Kootenay Library Federation

- Laurie reminded the board that the KLF Board has sent out a survey to its members.

## Human Resources

- None.

## Nominations

- Laurie Riehl's board term is up in 2020. Justin Vance's position is up in 2021. With 3 vacancies, the Board Chair asked all board members to think of community members to recommend at the AGM in April.

## 100 Anniversary Planning

- The planning committee will be meeting Thursday, February 13<sup>th</sup>, at 4pm.  
**Motion to accept reports. M/S Dallas/Joanna. Carried.**

## Old Business

### 2020/21 Budget

- Saara presented the draft library budget for 2020.  
**Motion to approve the 2020 library budget as presented. M/S Kim/Justin. Carried.**

### Public Computer and Internet Use Policy

- The board completed the 3<sup>rd</sup> reading of the Public Computer and Internet Use policy. No additional changes were suggested.  
**Motion to approve policy for Public Computer and Internet Use. M/S Laurie/Joanna. Carried.**

### Strategic Planning Timeline

- Saara presented a timeline for strategic planning. The timeline covered January 2020 to April 2021. Dallas and Joan are on the planning committee. The Board suggested that the planning committee include a representative of the Friends of the Library. Saara agreed to reach out to the group.

### Fines – Plan for Communication

- Saara reported that the elimination of overdue fines had been implemented and advertised by Juice FM, the Creston Valley Advance, and the CBC. She will provide an assessment report to the board in early 2021.

### New Business

#### AGM Planning

- The board discussed options for advertising the library's AGM. Joan reminded the board to be on the lookout for new board members as they need to be nominated in April.

#### Bank Account

- Saara informed the board that the library's bank account is approaching a cash deficit in March. The board requested a report on the cause of the deficit for the February board meeting.  
**Motion to transfer \$10,000 from the Capital Reserve to chequing. M/S Joanna/Justin. Carried.**

**Motion to adjourn. M/S Laurie/Dallas. Carried**

Meeting adjourned at 8:56pm.

Next meeting: Tuesday, February 18 at 7pm.