



Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: February 25, 2014

Present:

Trustees: Cherine Klassen, Linda Farynowski, Judy Gadick, Len Guelke, Jean Wilson, Eileen Delman, Annette Sawall

Regrets: Trish Marshall

Secretary: Aaron Francis

Call to order: 7:09pm

Agenda

Amendments:

Add "Letter to Ministry of Education" to New Business

Add "Grounds Maintenance" to New Business

Motion to adopt amended agenda

Moved by: Linda Farynowski

Seconded by: Judy Gadick

Carried

Approval of Minutes of January 28, 2014 meeting.

Motion to approve minutes

Moved by: Len Guelke

Seconded by: Linda Farynowski

Carried

Business Arising from Minutes

None

Correspondence

- Email from Diane Blow (former Board member) re: small term deposits. To be discussed under New Business.
- Letter from Rose Forslund re: Bookkeeping fee. To be discussed in camera.

Motion to receive correspondence

Moved by: Judy Gadick

Seconded by: Eileen Delman

Carried

Librarian's Report

- Detailed librarian and statistics reports are distributed by email monthly to the Board and interested parties.

Committee Reports

Finance

- \$10,000 was paid to BC Libraries Coop for Sitka.
- Insurance payments are made in 3 installments throughout the year.
- Gas/Hydro bills are high. Aaron has investigated. Engineer believes amount is due to HVAC not functioning properly and should now return to normal levels or better.
- Wages and Benefits are higher than normal due to Sitka training costs, bonus paid to Chief Librarian, and CAP Youth Intern salaries (to be reimbursed through grant)
- Books and periodicals amount reflects items received. Amount for items ordered is higher. A spreadsheet has been developed to better track acquisitions.
- \$431 under Board Operations is for BC Library Trustee Association dues.

Policy

Motion to accept new Policy Manual as presented (third reading)

Moved by: Judy Gadicke

Seconded by: Len Guelke

Carried

Motion to adopt new Policy Manual as presented

Moved by: Linda Farynowski

Seconded by: Eileen Delman

Carried

Kootenay Library Federation

- May Board and LDAG meetings will be held in Creston in the library meeting room.

Nominations

- Two parties were approached. One agreed to run for nomination, one declined. Consensus that someone active in business community should be approached about remaining opening. Consensus that the goal is to have a diverse and balanced board membership. Linda will approach one community member.
- Aaron will post AGM notice on library website, Facebook page, and in library.
- Nominations must be received by March 20, 2014.

Facilities Committee

- No meetings held since last Board meeting.

Fundraising Committee

- Judy sought clarification on Tizg Tea proposal. Consensus that a bulk purchase would be made, and offered by donation, with a minimum donation specified. Proceeds would put towards a specific project (to be determined).

Motion to accept reports.

Moved by: Annette Sawall

Seconded by: Eileen Delman

Carried

Old Business

- Parking Lot update
No news.
- Update on Sitka Implementation
Sitka has been implemented and first installment has been paid.
- Budget – approve final?
Postponed pending RDCK budget meeting.
- Update on Rotary garden donation
Library received a cheque for \$948 to purchase new display shelves for a new book reading area. These are the last of the remaining funds of the Lawrence lavender garden fund.
- Small term deposits
\$10,000 term deposit is remainder from contribution to purchase of library building. Earmarked for capital projects. \$5000 term deposit is from donation, earmarked for children's programming.

New Business

- Request of bookkeeper to increase hourly rate
To be discussed in camera
- Determine Chair for AGM
To be discussed in camera
- Letter to Ministry of Education
Joanne Richards of the Kootenay Library Federation has suggested that all libraries send a letter to the Education Minister outlining the importance of provincial funding to public libraries. Aaron will draft a letter and circulate to the Board for feedback before sending.
- Grounds maintenance
Aaron asked for advice on how to move forward with grounds maintenance. Recommended that Aaron explore overseeding lawn areas with EcoTurf to minimize maintenance, and explore contracting the remaining maintenance to a local individual or business.

Move to in camera: 8:38pm

Motion to adjourn: Judy Gadicke

Meeting adjourned at 8:49pm.

Next meeting: Tuesday, March 25, 2014, 7:00pm.

Minutes recorded by Aaron Francis