

Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: February 28, 2017

Present: Cherine Klassen, Justin Vance, Laurie Riehl, Kim Garety, Eileen Delman, Karen Unruh.

Regrets: Annette Sawall, Jen Comer, Laura Hannant.

Secretary: Aaron Francis

Call to order: 7:03pm

Agenda

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

Approval of Minutes of January 31, 2017 meeting.

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

Business Arising from Minutes

- To be discussed under Old Business and Committee Reports

Correspondence

- None

Librarian's Report

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

Committee Reports

Finance

- Aaron provided January 2017 finance report. Aaron recommended two small adjustments to the 2017 budget due to errors/oversights in earlier budget proposal:
 - Under expenses: Add \$500 to Travel, add \$1000 to Library operations, Equipment and Furniture.
 - Under revenue: Add \$1465 to Other Grants and Revenues.

Motion to approve amended 2017 budget. M/S Laurie/Eileen. Carried.

Policy

- Board Policy Manual to be discussed under Old Business.

Kootenay Library Federation

- Laurie asked about the BC One Card mentioned on the KLF site. Aaron replied that that this is a service where library members from any jurisdiction in BC can access library services in any other jurisdiction.

Facilities Committee

- No updates

Human Resources Committee

- Cherine was contacted by the CUPE representatives of the Labour Management Committee. No meeting has been requested or scheduled..

Strategic Planning Committee

- No updates

Nominations Committee

- To be discussed in camera.

Negotiations Committee

- No updates

Friends of the Library Committee

- No updates

Motion to accept reports. M/S Karen/Kim. Carried.

Old Business

- **Board Policy Manual**
The Policy Committee presented a draft Board Policy Manual for third reading.
Third reading.
Two additions were proposed. Under Emergency Succession, it was proposed that the “Team Leader” be named as emergency successor. Under “Performance Evaluation of the Chief Librarian”, the timeframe January-March was added.
Motion to approve policy as amended. M/S Eileen/Justin. Carried.
The Board Policy Manual is adopted.
- **Strategic Plan Update approval**
The Strategic Planning Committee recommends that the board approve the proposed updated Actions for 2017, as presented by staff and reviewed by the committee.
Motion to approve the updated Actions for 2017 as presented. M/S Justin/Kim. Carried.

New Business

- **Amendment to Constitution**
The following proposal will be brought forward to the 2017 Annual General Meeting.
Motion to propose change to Article (s.) of the Constitution to read:
“Regular meetings shall take place on the last Tuesday of each month at 7:00 p.m. at Creston Valley Public Library in January, March, May, June, September and November.”
M/S Eileen/Laurie. Carried.
- **Amendment to Constitution**
The following proposal will be brought forward to the 2017 Annual General Meeting.
Motion to propose change to Article (n.) of the Constitution to read:
“A majority of all the members of the library board is a quorum.” M/S Justin/Laurie.
Carried.
- **Amendment to Constitution**
The following proposal will be brought forward to the 2017 Annual General Meeting.

Motion to eliminate the following sections from the Constitution: "Powers and Duties of the Board of Management", "Funding, Expenditures and Financial Statements", "Powers and Duties of Chief Librarian".

This motion will be deferred to an email vote once more information is received. Aaron will provide the necessary background and documentation.

- AGM date, confirm chair and auditor
AGM will be tentatively scheduled for March 28 at 8pm, following the regular board meeting. Aaron will contact the Auditor to confirm that this date is acceptable. Aaron will contact Mary Underhill to request her to serve as Chair. Aaron will post the AGM notice and provide nomination forms to prospective and incumbent candidates.

Motion to move in camera to discuss new board member nominations, 7:40pm– Moved: Eileen.
Return from in camera, 7:55. Moved: Eileen.

Motion to adjourn – Kim
Meeting adjourned at 7:55pm.

Next meeting: March 28, 7:00pm at the library.
Minutes recorded by Aaron Francis