

Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: January 22, 2018

Present: Joan Hedstrom, (chair), Justin Vance, Laurie Riehl, Kim Garety, Brenda Bruns.
Regrets: Philip Curan, Annette Sawall, Joanna Wilson (Town Rep)
Secretary: Saara Itkonen

Call to order: 7:09 pm

Agenda

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

Approval of Minutes of November 27, 2018 meeting

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

Business Arising from Minutes

- None.

Correspondence

- None.

Reports

Chief Librarian's Report

- Saara presented the operations and statistics report for November and December. The Board discussed the presentation about Honduras and Chris Luke's book launch. Laurie commented on the excellent work that Cassandra does to organize events. The board also discussed their pleasure in attending the Santa Claus Parade and suggested that the library should participate every year.

Finance Report

- Saara presented the finance report and noted that not all expenditures for 2018 have been accounted for yet.

Kootenay Library Federation

- Laurie presented a survey about KLF priorities to the board. Saara suggested support in advocacy and funding. Joan suggested support for Board Governance. Joan also asked for information about the KLF Executive that is looking for members. Action item: Laurie will follow up.

Labour/Management Report

- The library is due for a Labour/Management Committee meeting. Denne and Justin have volunteered to represent the library, along with Saara. Saara will follow up with everyone to set a date for the meeting.

Policy

- None.

Human Resources

- Saara is due for her Chief Librarian evaluation in March. The board will schedule the evaluation after the AGM.

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

Old Business

- None.

New Business

Approval of 2019 Budget

- Saara submitted the proposed 2019 budget for Creston Library operations.
- Justin asked about the increase in computer costs and grants. Saara explained that the public computers are due for replacement and that she is currently applying for a CBT grant for laptops and tablets as well.
- Joan asked if the library has a formal/legal agreement with the RDCK about library Funding. Action item: Saara will look into it.
- The board further discussed the issue with low staff wages and how to secure funds to address this, including the difference between operational and grant funding.
- Justin asked why an RDCK rep isn't on the library board, but a town rep is. Joan read from library governance documents that states that the funding bodies choose their representative.

Motion to approve budget. M/S Justin/Kim. Carried.

Library Centennial

- The board shared ideas for celebrating the Library's centennial in 2020. They include:
 - Comparing what a library was 100 years ago, what it is now, and what it will be in 100 years as a way of illustrating relevance and engaging the public's response.
 - Engaging the public by building a time capsule, initiating a story project, getting schools involved.
 - Publishing lists of 100 – "100 best books"
 - Consider an email campaign – asking the public to sign up for a monthly newsletter at checkout

- The board suggested creating a Centennial Committee. Joan and Saara volunteered, with possibly Brenda and Laurie to join.

Governing Documents

- Joan explained that the Library Act, Board Policy Manual and Library Constitution have conflicting information. Saara and Joan agreed to review and rewrite the Constitution to better reflect updates in the Library Act and Board Policy Manual.

Motion to review and rewrite the Library Constitution. M/S Kim/Laurie.

Annual General Meeting

- The board set the date for the Annual General Meeting on Tuesday, April 9th at 7 pm.
- The board discussed the need for new board member nominations to be submitted a week before the meeting and what the nominating process requires. New board members should match the duties, roles, and time commitment outlined in the board documents. It was also suggested that the board could use members with more political insight and technological insight.

Motion to adjourn. M/S Justin/Laurie
Meeting adjourned at 8:56 pm.

Next meeting: February 19, 7:00 pm at the library.
Minutes recorded by Saara Itkonen