

Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: May 26, 2015

Present: Trish Marshall, Diane Blow, Karen Unruh, Annette Sawall, Linda Farynowski, Eileen Delman, Justin Vance

Guest: Joanne Richards (Director, Kootenay Library Federation)

Regrets: Cherine Klassen, Laura Hannant

Secretary: Aaron Francis

Call to order: 7:00pm

Agenda

Additions to agenda:

- Joanne Richards to give report on KLF/BC Libraries Coop
- Letter for Libraries and Literacy Branch, Re: Literacy Grant

Motion to adopt agenda. M/S Linda Farynowski, Trish Marshall. Carried.

Approval of Minutes of April 2015 meeting.

Motion to approve minutes. M/S Justin Vance, Trish Marshall. Carried.

Presentation by Joanne Richards

Joanne provided an overview of Libraries and Literacy Branch, BC Libraries Cooperative, and Kootenay Library Federation, in particular with regards to provincial funding priorities. A number of questions from board members were fielded. The board expressed their appreciation for her attendance and report.

Business Arising from Minutes

None

Correspondence

None

Librarian's Report

- Detailed librarian and statistics reports are distributed by email monthly to the Board and interested parties.
- Aaron thanked Jen and Karen for their support of Invermere's new library proposal.
- Emma Feltham has been confirmed as the 2015 Summer Reading Club Coordinator.
- A page position will be posted shortly to replace Bryan Dumas who is going to university in September.

Committee Reports

Finance

- Finance report was presented. There were no questions.

Policy

- The Policy Committee met for the annual policy review.

Motion to delete the following sentence from Article 3.4 of the Library Policies (first reading):

At least one public workstation equipped with commercial filtering software will be available for public use.

M/S Trish Marshall, Linda Farynowski. Carried.

Motion to delete the following sentence from Article 3.4 of the Library Policies (second reading):

At least one public workstation equipped with commercial filtering software will be available for public use.

M/S Trish Marshall, Diane Blow. Carried.

Kootenay Library Federation

- Linda and Aaron attended KLF meeting on May 9 in Kimberley

Facilities Committee

- In hiatus pending new Strategic Plan.

Friends Committee

- Aaron reported that the Friends passed a motion expressing interest in purchasing a sign for the roadway outside the library. Aaron will look into costs prior to making a formal request. Aaron noted that the design will require some creativity to incorporate current brand guidelines. Jen advised that the town has sign bylaws which must be followed.

Motion to write a letter to the Friends requesting funds to purchase a sign for the roadway outside the library after a quote has been received.

M/S Linda Farynowski, Trish Marshall. Carried.

- Aaron reported that the Friends had held some discussion about the future direction of the library and the role of fundraising in supporting this direction. Aaron indicated that this will be a part of the current Strategic Planning initiative.

Fundraising Committee

- In hiatus pending new Strategic Plan.

Strategic Planning Committee

- Aaron reported that Laura Hannant is unable to participate in committee due to personal issues, and that the committee desperately requires additional members. Cherine, Annette, Jen (time permitting) and Trish (time permitting) agreed to participate.
- Aaron created a Strategic Planning blog to post relevant planning documents and tools and to facilitate communication among committee members. The blog is here:
<https://cvplstrategicplanning.wordpress.com>

Motion to accept reports. M/S Annette Sawall, Linda Farynowski. Carried.

Old Business

1. RDCK Lease Update

Trish reported that former RDCK Director John Kettle inquired about the status of the agreement with the RDCK, and received the response that a draft agreement would be forthcoming this week (to date it had not been received).

2. Budget 2015 update

Grant request has been approved, and funds are expected in late August.

3. Municipal benefits plan

Aaron contacted Human Resources assistant Lindsay Gaschnitz at RDCK to inquire about the feasibility of joining RDCK benefits plan. Lindsay indicated that she would follow up with their broker and report back as soon as possible.

4. Signage update

RDCK has approved installation of sign above front door. The letters have been ordered and received, and are awaiting installation by D-Signs.

New Business

1. Human Resources Committee
An HR Committee is required to perform an annual performance review of the Chief Librarian. Trish and Cherine have agreed to serve on the committee and will try to complete a review prior to the June board meeting.
2. Volunteer Appreciation Tea
The Volunteer Appreciation Tea will be held on Sunday, June 14 in the Lawrence Lavender Reading Garden. Aaron will coordinate snacks/tea, etc., via email. Small gifts will be purchased using Board discretionary funds.
3. Library Literacy Grant from province
Aaron provided figures for the 2015 provincial Literacy Grant. The amount is not based on a current formula and has been locked in since 2009. The amount allocated to Creston is considerably lower than for similar sized libraries. LLB consultant Cindy Ralph requested that the board send a letter formally requesting an explanation and/or review of the Literacy Grant allocation. Aaron will draft a letter for Cherine.

Motion to adjourn – Diane Blow

Meeting adjourned at 8:40pm.

Next meeting: Tuesday, June 30, 2015, 7:00pm.

Minutes recorded by Aaron Francis