

Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: May 30, 2017

Present: Cherine Klassen, Annette Smithson, Justin Vance, Laurie Riehl, Eileen Delman, Joan Hedstrom, Denne Ahlefeld, Philip Curran.

Regrets: Kim Garety, Karen Unruh, Jen Comer.

Secretary: Aaron Francis

Call to order: 7:04pm

Agenda

Motion to adopt agenda. M/S Justin/Annette. Carried.

Approval of Minutes of March 28, 2017 meeting.

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

Business Arising from Minutes

- None

Correspondence

- Denne indicated that she had a conversation with a staff member regarding a personnel issue at the library. Aaron indicated that he would follow up with the staff member.

Motion to accept correspondence. M/S Eileen/Annette. Carried.

Librarian's Report

- A detailed librarian and statistics report is sent by email each month to the board and other interested parties.
- Aaron pointed out the new shelving that was recently installed.

Committee Reports

Finance

- Aaron presented the April finance report. Snow-plowing costs and heating costs are higher than expected to date. Other expenditures and revenue are as expected at this time.

Policy

- No updates

Kootenay Library Federation

- Laurie reported on the KLF meetings held in Cranbrook on May 5-6. The focus of the meeting was the report provided by the Columbia Basin Trust Non-Profit Advisory Program. The program recommended changes to the governance structure of the KLF.

Next step is to hire a consultant to help the KLF explore possible models. On behalf of the KLF board, Laurie posed a question to the library board relating to the perceived value of the KLF to member libraries. She will report back responses to the KLF board.

Facilities Committee

- No updates

Human Resources Committee

- No updates

Strategic Planning Committee

- No updates

Nominations Committee

- No updates

Negotiations Committee

- No updates

Friends of the Library Committee

- The Friends of the Library AGM will be held on June 7 at 7pm. It is hoped that a board member will attend on behalf of the board.

Motion to accept reports. M/S Eileen/Annette. Carried.

Old Business

- Update on shed
Quotes have been received and a contractor selected. The Friends agreed at their May meeting to fund \$2965 towards the construction and installation of the shed. Timeline for installation will depend on the parking lot/fencing project being undertaken by the RDCK.
- Update on Summer Reading Club funding
The Canada Summer Jobs application for the primary SRC Coordinator was not approved. The board agreed by email motion to request funds from the Friends to cover the shortfall. A request letter was presented by Cherine to the Friends, and the Friends agreed at their May meeting to cover the shortfall.

New Business

- Election of Board Chair and Vice Chair.
Cherine was nominated to stand as Chair. Eileen was nominated to stand as Vice-Chair. No other nominations were received.
Cherine Klassen and Eileen Delman duly acclaimed as Chair and Vice Chair of the Board of Directors of Creston Public Library Association.
- Committee Formations
The following members have agreed to participate in the following committees:

Finance	Eileen, Denne, Cherine
Labour Management	Justin, Cherine
Kootenay Library Federation	Laurie, Eileen
Policy	Eileen, Annette, Denne
Strategic Planning	Justin, Annette, Phil, Joan (Jen to be asked to join)
Human Resources	Denne, Eileen (Kim to be asked to join)

Nominations	No committee. To be done as whole board.
Volunteer and Staff Appreciation	Joan, Laurie, Justin, Annette
Friends of the Library	Joan
Negotiations	Annette, Cherine, Phil, Justin
Facilities	No committee in 2017-18
100 Year Anniversary Celebration	No committee in 2017-18

- Board Training (TOPS) – Cherine and Eileen provided an overview of training opportunities for board members offered through the BC Library Trustees Association. A password to access online resources through the BCLTA website was provided to board members at the AGM.
- Signing Authority Designated
Justin, Eileen, Cherine and Aaron will remain as designated signers.

Motion to adjourn – Eileen/Justin

Meeting adjourned at 8:03pm.

Next meeting: June 27, 7:00pm at the library.

Minutes recorded by Aaron Francis