

**Minutes of the Regular Board Meeting of Creston Valley Public Library**

Date: October 25, 2016

Present: Cherine Klassen, Eileen Delman, Justin Vance, Annette Sawall, Karen Unruh  
Regrets: Jen Comer, Laura Hannant, Laurie Riehl.  
Secretary: Aaron Francis

Call to order: 7:03pm

**Agenda**

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

**Approval of Minutes** of September 27, 2016 meeting.  
**Motion to approve minutes.** M/S Eileen/Karen. Carried.

**Business Arising from Minutes**

**Correspondence**

**Librarian's Report**

- Detailed librarian and statistics reports are distributed by email monthly to the Board and interested parties.
- Aaron discussed several initiatives focussing on innovation, technology, and creative hands-on learning that are underway or planned for the near future.

**Committee Reports**

**Finance**

- Aaron provided projections of the revenue and expenses for the year end. We are on track for a balanced budget. Aaron recommended that, if an opportunity arises to purchase chairs for the meeting room or replacement shelving at a good rate (i.e. through auction), that the library consider dipping into previous years' surpluses to invest in these areas before year end.

**Motion to authorize Aaron to make opportunistic purchase up to \$15,000 of meeting room chairs and shelving (combined) using funds from previous years' surplus .** M/S Justin/Annette. Carried.

**Policy**

- Aaron provided an update on the drafting of a Board Policy Manual. Aaron has done some initial research and hopes to have a draft completed by the end of the year.

**Kootenay Library Federation**

- Laurie and Aaron attended the LDFAG and Board meetings in Nelson on October 14-15.

- Aaron reported that the LDAG had committed the KLF to supporting investments in shared technology tools for use with school groups and other community members. This is an exciting new direction for the KLF which meshes very well with the library's strategic directions.

#### Facilities Committee

- Aaron will meet with CBAL coordinators in the near future to discuss options for shared space and expansion.

#### Human Resources Committee

- Cherine asked whether or not Bullying in the Workplace training was required again for staff. Aaron indicated that all new staff were provided with required information and forms during orientation.

#### Strategic Planning Committee

- The staff will review the plan and make recommendations to the board for additional Actions in the next 3-4 months.

#### Nominations Committee

- Eileen indicated that College of the Rockies Manager Kim Garety had agreed to be appointed to the board until the Spring AGM. She had intended to attend this meeting but was unable due to illness.

**Motion to appoint Kim Garety to Library Board.** M/S Eileen/Justin. Carried.

#### Negotiations Committee

- No updates.

#### Friends of the Library Committee

- No updates.

**Motion to accept reports.** M/S Karen/Annette. Carried.

#### **Old Business**

- Volunteer casino night  
Aaron, Justin, and Eileen reported that the Volunteer Appreciation Casino Night was a lot of fun, and recommended that we do something similar next year.

#### **New Business**

- None

**Motion to move in camera**– M/S Eileen/Justin. Carried.

Move to in camera: 7:40pm

Return from in camera: 8:20pm

**Motion to adjourn – Eileen**

Meeting adjourned at 8:21pm.

Next meeting: November 29, 7:00pm at the library.

Minutes recorded by Aaron Francis