

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

Date: October 27, 2015

Present: Cherine Klassen, Trish Marshall, Diane Blow, Linda Farynowski, Eileen Delman, Justin Vance, Laura Hannant, Jen Comer

Regrets: Annette Sawall, Karen Unruh

Secretary: Aaron Francis

Call to order: 7:03pm

**Agenda**

Addition to agenda: Parking Lot update

**Motion to adopt agenda.** M/S Linda, Diane. Carried.

**Approval of Minutes** of September 29, 2015 meeting.

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

**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 highlighted staff training undertaken over the past month, and indicated that he would be attending the upcoming Association of BC Public Library Director meetings in Vancouver.

**Committee Reports**

Finance

- Finance report was presented. There were no questions.
- Aaron and Cherine will meet with Lauri at the Credit Union to merge term deposits and set up new term deposit for RDCK operating grant as per October 2014 decision.
- Aaron will call a meeting of the Finance Committee in November to prepare for the 2016 budget.

Policy

- No updates

Kootenay Library Federation

- Linda provided a report of the KLF board meeting she attended on October 17. She highlighted some of the work other libraries had been doing, including a photo contest calendar in Elkford. She also noted that Donna from BCLTA had focussed on advocacy as a core board role.

#### Facilities Committee

- In hiatus pending new Strategic Plan.

#### Friends of the Library Committee

- Cherine sent a letter to the Friends requesting that the library not be required to reimburse the Friends for a \$310 discrepancy between what the Friends received for the SRC grant, and what was provided to the library.
- Aaron indicated that the Friends raised approximately \$1500 at their annual fall booksale.

#### Fundraising Committee

- In hiatus pending new Strategic Plan.

#### Human Resources Committee

- No updates.

#### Strategic Planning Committee

- The community survey is now complete, with approximately 700 completed surveys returned. A planning consultation session was held for community organizations, which had 7 organizations represented, and a follow-up survey was sent to those that were unable to attend. A very short survey will be prepared for businesses and assistance from the Chamber will be requested for distribution. Jen has volunteered to do a walk-around consultation with downtown businesses. A Board planning session will be scheduled for early December or January.

**Motion to accept reports.** M/S Linda, Eileen. Carried.

#### **Old Business**

1. RDCK Lease Update  
No updates.
2. Municipal benefits plan  
Aaron again contacted Lindsay Gaschnitz at RDCK regarding the feasibility of joining RDCK benefits plan. No reply was received.
3. Signage update (roadway sign)  
Signage will be put on hold pending completion of the parking lot project.
4. Parking Lot update.  
Joe Chirico provided an outline of the proposed scope of the parking lot project. The library will be consulted as part of the process. It is expected that work will be done in spring.

#### **New Business**

None

**Motion to adjourn – Eileen**

Meeting adjourned at 7:53pm.

Next meeting: Tuesday, November 24, 2015, 7:00pm.

Minutes recorded by Aaron Francis