



Minutes of the Regular Board Meeting of Creston Valley Public Library

Date: October 29, 2013

Present:

Trustees: Cherine Klassen, Linda Farynowski, Jean Wilson, Eileen Delman, Len Guelke, Annette Sawall, Trish Marshall

Regrets: Judy Gadicke

Secretary: Aaron Francis

Call to order: 7:06pm

Agenda

Motion to adopt agenda

Moved by: Linda Farynowski Seconded by: Jean Wilson

Carried

Approval of Minutes of May 28, 2013 meeting.

Motion to approve minutes

Moved by: Linda Farynowski Seconded by: Annette Sawall

Carried

Business Arising from Minutes

None

Correspondence

- Email from Jean Mutch, Re: Friends Ad Hoc Committee Proposal
Received for information.

Motion to receive correspondence.

Moved by: Eileen Delman Seconded by: Len Guelke

Carried

Librarian's Report

- Detailed librarian and statistics reports are distributed by email monthly to the Board and interested parties.
- The Board expressed their appreciation for the completeness and format of the emailed reports.

Committee Reports

Finance

- Amount of \$6369.70 to Tratech Mechanical was for washroom renovation, installation of drinking fountain, and repair of fan pump.
- 3 of 4 Strategic Plan-related expenditures have been completed. Landscaping of front of library has been postponed until next year. The Board requests that these expenditures be separated out from regular budget lines in future Finance reports.
- \$2000 grant from RDCK is to support the library's Baby Goose (babytime) program. A second facilitator has been hired, and the library is providing snacks as part of the program as per the grant request.
- Aaron will contact Creston Valley Credit Union to set up term deposits for the annual RDCK grant.

Policy

- No updates

Friends of the Library

- The Board's proposal to form an ad-hoc committee with the Friends was turned down. Established procedures for requesting funding for special projects will remain in place.
- Jean Wilson requested to be excused from the Friends Committee for health-related reasons. As a result, the Board decided to strike this committee indefinitely. Aaron will continue to attend Friend's meetings and act as a liason as needed.

Motion to strike the Friends of the Library Committee until needed.

Moved by: Linda Farynowski Seconded by: Eileen Delman

Carried

Kootenay Library Federation

- Linda Farynowski, Aaron Francis, and staff members Teresa Fletcher, Margaret Basaraba and Jackie hula attended the KLF Conference "Beyond books" in Fairmont in October. The conference was extremely useful, and Aaron and staff continue to explore ideas gathered during the conference.
- Creston will host the next KLF LDAG and Board meetings (Spring 2014).

Negotiations

- The Negotiating Committee has met twice with staff and the CUPE representative. A third session is scheduled for November 25. More discussion in camera.

Motion to accept reports.

Moved by: Trish Marshall

Seconded by: Eileen Delman

Carried

Old Business

- Lawrence Lavender Garden labelling update
Jean and Aaron installed warning sign about potentially toxic Laburnum plant. Insurance agency has been informed.
- Logo Update
Aaron displayed some of the marketing and promotional materials created using the new "Creston Valley" brand, including posters, library cards, brochures and book marks.
- Landscaping update
Aaron has been working with the contractor (Kepke Excavating) on a revised plan for the front of the library. The final plan will be brought to the Board for approval prior to start of work.
- Friends of the Library response to committee idea
Already discussed under committee reports

New Business

- Temporary cards report
38 cards were created, with 79 items loaned, and 9 items outstanding. There was a consensus that this initiative requires further evaluation, but should be continued for a second year.
- Fundraising Partnerships
The Board discussed recent initiatives by Nelson Public Library to partner with local businesses in fundraising initiatives. There was a consensus that Creston Valley Public Library should explore similar initiatives and that a committee should be formed to establish guidelines and explore opportunities. Annette Sawall and Aaron Francis volunteered to serve on the committee. The Board suggested Judy Gadick as a third member, pending her agreement. In addition, two specific proposals made to the library were discussed:
 1. Local artist Jean Syroteuk proposed selling handmade bags with literary themes during the Christmas season, with the library retaining a portion of the proceeds. Board agreed to pursue this proposal further.
 2. Healthy Vending proposed installing a vending machine selling healthy snacks in the library, with the library retaining a portion of the proceeds. The Board was concerned about having food in the library and the negligible benefits of this proposal. The proposal will not be pursued further.

Motion to form a Fundraising Partnerships Committee to investigate fundraising opportunities in partnership with local businesses and develop guidelines for aforementioned partnerships.

Moved by: Annette Sawall
Carried

Seconded by: Len Guelke

- New library cards purchase
5000 new library cards bearing the new brand design were purchased at an extremely competitive price. Kootenay Library Federation paid a portion in exchange for their logo being included on the card.
- Parking Lot updates
There has been discussion between the RDCK and the library on re-paving the library parking lot. More information will be forthcoming.
- Rotary Membership
The Board agreed that the Chief Librarian's participation in the Rotary Club provided opportunities to work closely with the community and helped serve the library's greater interests.

Motion to pay Chief Librarian's annual Rotary Club dues, with Librarian responsible for other membership costs.

Moved by: Jean Wilson

Seconded by: Linda Farynowski

- Plant and furniture storage at Aaron's house
With various renovation projects on the go, Aaron agreed to temporarily (for 1 year) store a number of items, including a table, shelf unit, and plant, at his house. After one year, if the items are not needed, they will be sold by the library.
- Grounds maintenance
There is a need for more regular maintenance of, and/or improvements to, the library grounds. Aaron will explore obtaining quotes from contractors and potential partnerships with the College of the Rockies.
- Sitka update and funding
Plans to migrate to Sitka in January 2014 proceed as planned. Total cost of the migration is \$15000, with Kootenay Library Federation providing a \$2250 grant. The provisional library budget for 2014 includes \$10,000 for computer costs, most of which will be allocated towards Sitka.

Move to in camera: 8:50pm

Motion to adjourn: Annette Sawall

Meeting adjourned at 9:00pm.

Next meeting: Tuesday, November 26, 7:00pm.

Minutes recorded by Aaron Francis