

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

Date: March 23, 2021

Present via Zoom: Joanna Wilson (Town Rep), Alison Szpak, Joan Hedstrom, (chair), Brenda Bruns  
Regrets: Laurie Riehl, Dallas Jordan, Denné Ahlefeld

Guest: Lisa Ziebarth

Secretary: Saara Itkonen (Chief Librarian)

Call to order: 7:03pm

### **Agenda**

Consent agenda.

### **Approval of Minutes of February 16, 2021 meeting**

Consent agenda

### **Correspondence/Announcements**

- Joan and Saara participated in a Zoom meeting (along with reps from the Nelson, Salmo & Kaslo libraries) with local MLA Brittny Anderson. Discussion included the area digital divide and low provincial funding amounts.
- Joan took a Policy Development workshop with BCLTA and had some suggestions for our library.
- Saara discussed the recent campaign to restore federal NNELS & CELA funding. Cuts are still expected but 1 million in funding was restored for the current year. Future messaging from the library partners is expected in the future.

Motion to accept consent agenda. M/S Alison/Brenda. Carried.

### **Board Self-Assessment**

- 4 board members participated in the survey
- Areas for improvement include board succession planning (chair & vice chair) and increasing the library's profile in the community.

Motion to accept survey results for information. M/S Alison/Joanna.

### **Reports**

#### **Chief Librarian's Report**

- Saara presented a report of the library's operations and usage statistics for February.

Motion to accept reports. M/S Brenda/Joanna. Carried.

#### **Finance Report**

PUBLIC LIBRARY

- Saara presented the finance report for February. The board agreed for the Finance Committee to set a meeting to establish policy and procedure documentation for financial processes. Saara will contact the committee to set the date & time.  
**Motion to accept the finance report. M/S Alison/Brenda. Carried.**

Human Resources

- The committee conducted Saara's Job Performance Evaluation on March 16<sup>th</sup> and presented a summary.  
**Board went in-camera to discuss the evaluation and compensation.**
- Board agreed for Saara to receive a 2% wage increase, back-dated to January 1, 2021.
- Board would also like to explore what compensation should be for the Library Director position. Saara will send the committee the KLF wage survey conducted in 2018.

Strategic Planning

- Saara shared information about hiring Laura Francis from One Day Community Partners to direct the community consultation efforts for the library's strategic planning. The board agreed to meet with Laura to discuss cost and process before committing to using her services.
- Saara will set up a meeting date & time with Laura and the committee.

Nominations

- There are currently 2 vacant positions on the board.
- One position is reserved for the College Manager invitation.
- Saara will look for a nomination for the 2<sup>nd</sup> vacancy and will create a new application form.

Friends of the Library

- None.

Old Business

- None.

New Business

Title Change for Chief Librarian position

**Motion to change "Chief Librarian" position title to "Library Director". M/S Alison/Brenda Carried**

Board Development

Summer Reading Club

- Joan has suggested "Challenging Racist BC" as the title for the board to read over the summer break.

# CRESTON VALLEY

## PUBLIC LIBRARY

- The book is available for free online: <http://www.challengeracistbc.ca/> Saara will also print copies for interested board members.

Meeting adjourned at 8:45pm.

Next meeting: Annual General Meeting, April 20<sup>th</sup> @ 7pm. Regular meeting will follow @ 8pm.