



# CRESTON VALLEY PUBLIC LIBRARY

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

Date: September 17, 2024

Present: Joan Hedstrom, (Past Chair), Kathy Durnin (Chair), Peter Jacoby, Jordan Lysenko, Maria Aryan, Osa Matthew Grey, Tealia Decker, Alison Szpak  
Regrets: Monique Ares (Town Rep)  
Secretary: Saara Itkonen (Library Director)  
Guest: Meagan Knoop, Edward Jones Investments

Call to order: 7:00pm

### Adoption of Agenda

Motion to accept agenda M/S Osa/Peter. Carried.

### Adoption of Minutes

Motion to accept minutes with minor edits. M/S Osa/Peter. Carried.

### Report on Investments

- Meagan Knoop presented the investment portfolio report to the board. The library has made \$33,460 over the past year since investing our reserve amounts with Edward Jones.
- Action item: The board will decide whether to invest the matured GIC amount of \$53,873 with one of 3 bond options or another GIC. The decision will be decided via email next week.
- Meagan left the meeting at 7:28pm

### Correspondence/Announcements

- Kootenay Library Federation meetings are happening this Friday and Saturday in Kimberly. Currently Joan is the rep for our library but the board will need a new rep for the next April meetings after Joan is finished her time on the board.
- Saara gave an update on the Library Partners continued advocacy to increase provincial library funding. The current ask is an increase from \$14 million a year for BC Libraries to \$30 million a year.
- Thank you to the board for representing the library at the Fall Fair!

### Reports

#### Committees

- Friends of the Library: Maria gave an update on the Friends of the Library. They are asking us to decrease the current volume of requests. They are actively looking at new fundraising events to increase income, including a puzzling competition. They have also reminded the library make sure the request letters are coming from the Board and not the Library Director. The current executive is Chair: Gary, Vice Chair: Eileen, Treasurer: Sue

### Operations and Finance Report



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- Saara presented the library operations report, library usage report, and finance report up to the end of August.

## Budget Discussion

- Saara presented the 5 year projected budget that she submits to the RDCK in August.
- The library will run a deficit this year due to the retroactive and increased salaries outlined in the current collective agreement.
- Saara shared that the reserve amounts that are currently “restricted” are based on a rescinded policy and don’t actually need to be restricted anymore.
- Action item: Saara will search archived Board meeting minutes to find the motion rescinding the policy (Library Services 3.6) that restricted the funds.

## Old Business

### Board Trustee Code of Conduct

- Board members signed the Board Trustee Code of Conduct.

## New Business

### Collections Policy - 1<sup>st</sup> Reading

- Change “the choice” to “choosing  
Motion to move policy on to 2<sup>nd</sup> reading. M/S Maria/Peter. Carried.

### Library Director Performance Evaluation

- Alison and Kathy will send Saara the self-evaluation portion of the process in October to better accommodate her workload.

Adjourn: 8:34pm

Next meetings:, October 15 @ 7pm, November 19, January 21, February 18