



## Sechelt Public Library Board

### Meeting Minutes – January 19, 2015

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**Present:**

D. Fivehouse  
P. Harvey  
A. Hopkins  
A. Janisch  
L. McCready  
B. Shimazaki  
D. Siegers  
L. Stewart

**Guest**

A. Kershaw

M. Hodgins, Chief Librarian /  
Secretary

**Regrets:**

F. Wasserlein  
SCRD Board Rep

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**1. Call to order**

Call to order at 10:03 a.m. with D. Fivehouse in the Chair.

**2. Approval of Agenda**

Consensus motion to accept. **CARRIED.**

**D. Fivehouse**

Introductions D. Siegers, DoS Representative and A. Kershaw, guest. SCR D will be rotating first four meetings in order to introduce other SCR D Directors to the Library Board. Explained that the two jobs of the Library Board is to secure funding for the library and hire and maintain librarian.

**3. Adoption of Minutes**

Consensus motion to accept. **CARRIED.**

**4. Correspondence**

D. Fivehouse presented letter from Pender Harbour Reading Centre in appreciation for loan of a collection of DVDs. D. Fivehouse explained the history of the reading centre.

M. Hodgins presented comments received from the community in appreciation of the library's services and staff.

**5. Reports / Business****5.1 Chief Librarian**

M. Hodgins. A written report was distributed to Board members at the meeting. Informational items reviewed and questions answered. D. Siegers asked if the Seniors Centre was aware of Computer Tutor services. M. Hodgins will confirm that a poster has been delivered. P. Harvey noted that the draft budget for the coming year is usually distributed at the first Board meeting of the year. M. Hodgins made a note for next year.

discussed. A. Hopkins suggested it would be advantageous to go into the Strategic Planning session with the results of a public survey. D. Fivehouse recommended that the survey wait until after the Strategic Plan is created to provide some guidance for the questions.

## **.2 Financial Report**

L. McCready. Final Financial Statement being done by Accountant. End of year budget line for resources does not reflect that those funds have been committed to ensure continuity of service and resources to the community. **Consensus motion to recieve Financial Report. CARRIED**

## **5.3 Friends of the Library Report**

B. Shimazaki. FOL Strategic Plan received and recommendations are being completed e.g. proper storage boxes to address safety issue of hazardous stacking. D. Siegers will look into the possibility of leftover banking boxes from the DoS (temporary move during carpet replacement). Donations received from Sue Inglis (Strategic Plan Facilitator) and Alice Lutes. The Friends AGM will take place later this week on January 22. The fee for membership has been increased for the first time in many years from \$3 to \$5 annually. The Friends of the Library have donated over \$18,000 to the library in 2014 for furniture, equipment and resources. The first book faire of 2015 will take place at the Seaside Centre on February 14<sup>th</sup> with a special wine and cheese preview sale event on February 13<sup>th</sup>. The theme is "Love the Library."

## **5.4 DofS liaison comments**

D. Sieger will be away during the Friends of the library event, February 9-17<sup>th</sup>, 2015, at a workshop. DoS budget has been presented but Council will workshop the Strategic Plan later this month before approving budget. Council members attended municipal government orientations last week. Library space/expansion has been discussed and the issue will come up in the Strategic Planning session. D. Fivehouse noted that the lower level of the building is "purpose built" to meet the building standards required for libraries, specifically weight bearing needs. It is unknown if the second level is built to these standards. However, the library would plan accordingly if this space was made available. D. Siegers will find out about the building specifications for the second floor. D. Fivehouse pointed out that the building memorandum of understanding regarding space and use of the facility, gave the library free use of several other municipal buildings in lieu of community meeting room space. He asked that D. Siegers remind DoS staff that the library use of the Seaside Centre is one of these locations and available free of charge as per past practice and this understanding.

## **5.5 SCRD liaison comments**

SCRD representation was not present due to SCRD Board orientation.

## **5.6 Chair**

D. Fivehouse reported that he, A. Hopkins, and M.Hodgins will be meeting with facilitator J. Talbot this month to plan and set a date in March, after the AGM in February, for the Strategic Plan workshop. Board members will be notified of the date but are asked to let M. Hodgins know if they are unavailable for any dates in March.

## 6 Other Business

In camera discussion took place regarding Chief Librarian's completion of one year probation.

## 7 Announcements

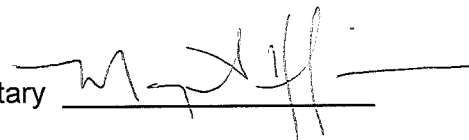
**7.1 2015 AGM** Saturday February 21, 2015 10 a.m. Community Use Room 5797 Cowrie Street.

**7.2 Strategic Planning** Workshop with J. Talbot will take place in March. Board members will be notified of the date, time and location after the planning meeting at the end of the month.

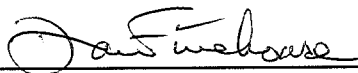
8 **Next Board Meeting** Monday February 16, 2015 10 a.m. Rockwood Lodge

9 **Adjournment** 12:16 p.m. **CARRIED**

**Minutes submitted by:** Margaret Hodgins, Chief Librarian / Secretary



**Approved by:** Dan Fivehouse, Chair



Box 2104, 5797 Cowrie Street, Sechelt, B.C. V0N 3A0  
Tel: 604 885-3260 Fax: 604 885-5183 Web: [www.sechelt.bclibrary.ca](http://www.sechelt.bclibrary.ca)