



Sechelt Public Library Association Board of Trustees

Meeting Minutes – May 20, 2015

Present:

D. Fivehouse
P. Harvey
A. Hopkins
L. McCready
G. Nohr, SCRD Board Rep
B. Shimazaki
D. Siegers, DoS Rep
G. Smith
L. Stewart

Regrets:

M. Hodgins, Chief Librarian
A. Janisch

1. Call to Order by Dan Fivehouse at 10.05 am followed by a brief overview of motions passed by consensus. Noted, that 11 out of the 12 libraries at the recent Interlink session confirm that they use motions by consensus vote to pass routine business.

2. Approval of the Agenda: reverse items 6.1 and 6.3. Agenda adopted as amended.

3. Approval of the Minutes of April 20 tabled until the next meeting.

4. Correspondence: A letter from Chair Dan Fivehouse to Mayor Milne with copies to Councillors Siegars and Shanks addressed the issue of the library's chairs being removed from the lobby and disposed of. The matter is resolved and CAO Bill Beamish has purchased four new chairs to match the new easy-to-clean library chairs. The library will remove these chairs from the lobby on the days council needs extra space. The library is aware that the lobby may be used temporarily for construction materials during upcoming district renovations.

5. Reports/Business

5-1: **Chief Librarian:** no report as CL is away.

5-2: **Financial Report:** Lois McReady: Statement of Financial Information (SOFI) has been filed and met the May 15 deadline. Financial statements are going to change format from portrait to landscape for ease of comparison of figures. Accounting software is being updated. Report adopted by consensus.

5-3: **SCRD Liaison Comments:** Garry Nohr: SCRD is finishing the strategic plan facilitated by John Talbot and the district will be focusing on core services rather than expansion. Pender Harbour issues are a concern. SCRD CAO is on medical leave and there is an acting CAO. Request that at budget time, the board advise funders of the financial status of Library Foundation and the Friends of the Library.

In addition, Garry would like the policy review group to look into whether or not politicians may vote at meetings. While this has been the case, there may be a potential conflict as Garry is a funder so this needs to be clarified.

5-4: DOS Liaison comments: Darnelda Siegars: The district has passed its budget and the strategic plan will be out shortly. Records are being digitized and implementation of new software will be completed in 2016. New mics for the community room for council meetings. Live streaming of meetings is under discussion. Organics collection still under review. Office renovations are to be underway shortly. The question of a conflict of interest was raised between having members of the library board also on the board of the Library Foundation.

5-5: Report from the Chair: Dan Fivehouse: In response to requests from the community, the Half Moon Bay Community School has opened a reading room in its library. Every two weeks on Wednesday from 2.15 – 5.15 there will be a themed activity and people can pick up and drop off books ordered from the SPL. Pat Harvey raised the issue of staff regarding outreach activities as union positions if they want to work more hours versus having community volunteers do the work. This may mean acquiring a project grant or closing down the project and the board/CL will monitor this situation. Dan attended the Interlink strategic planning session. The board strategic planning session is a full day on June 15. The Friends of the Library have had two successful book fairs since the last board meeting. Discussion around whether or not board members of the Friends should also be board members on the library board. Legislation seems to indicate no conflict of interest but perception may be a concern. The Act allows the library board to fundraise.

6. Business: the meeting agreed to table motions for changes in board functions and projects until after the strategic planning session.

7. Next Meeting: August 17 annual Board Planning Meeting.

8. Adjournment: The meeting adjourned at noon.

Submitted by: A. Hopkins, Acting Secretary:

Ann Hopkins

Approved by: D. Fivehouse, Chair:

Dan Fivehouse