



AGENDA
SPLA BOARD MEETING
Monday, March 16, 2015
Rockwood Centre

- 1 CALL TO ORDER
- 2 APPROVAL of AGENDA – additions / deletions / changes
- 3 APPROVAL of MINUTES of February 16, 2015
- 4 CORRESPONDENCE
- 5 REPORTS / BUSINESS
 - 5-1 Chief Librarian
 - 5-2 Financial report
 - 5-3 Friends of the Library
 - 5-4 SCRD liaison comments
 - 5-5 DoS liaison comments
 - 5-6 Chair
- 6 BUSINESS
- 7 ANNOUNCEMENTS
- 8 NEXT BOARD MEETING: April 17, 2015 Strategic Planning session 9-noon
- 9 ADJOURNMENT



Sechelt Public Library Board Meeting Minutes – February 16, 2015

Present:

D. Fivehouse
A. Janisch
P. Harvey
A. Hopkins

M. Labbell
M. Shanks
B. Shimazaki
L. Stewart

Guest

A. Kershaw

M. Hodgins, Chief
Librarian / Secretary

Regrets:

F. Wasserlein
L. McCready

1. Call to order

Call to order at 10:04 a.m. with D. Fivehouse in the Chair.

2. Approval of Agenda

Consensus motion to accept. **CARRIED.**

3. Adoption of Minutes

Consensus motion to accept. **CARRIED.**

4. Correspondence

D. Fivehouse presented the Annual Report from the Surrey Public Library and noted the long list of major corporate donors.

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.

Following discussion, M. Hodgins agreed to introduce need for new five-year plan during Strategic Planning.

Following discussion, M. Hodgins will be prepare a backgrounder on library programming for Strategic Planning.

Following discussion, M. Hodgins will consult the Accountant about the statement line placement of the Friends of the Library donations in the 2015 Budget.

D. Fivehouse noted change needed on page 3 Column H of financial statement which should read "2015."

5.2 Financial Report

M. Hodgins explained changes in the 2015 budget. Motion to accept the 2015 budget as presented. M/S D. Fivehouse, A. Hopkins **CARRIED**

5.3 Friends of the Library Report

B. Shimazaki thanked the many volunteers who made the recent Book Faire event a success which grossed \$2700. Plans are underway to create a website. In 2014, Friends recorded \$19,510 in revenues and \$22,699 in expenditures.

D. Fivehouse expressed the Library Board's thanks to the Friends of the Library for all of their work in 2014 and looks forward to 2015.

Following discussion about potential governance conflicts M. Shanks will research the issue and contact the Chief Librarian. Discussion will continue.

5.4 DofS liaison comments

M. Shanks will look into the delay of cheque. The new District administration is waiting for several evaluative reports to be completed. M. Shanks recommended that the Library Board consolidate Library plans for the next five years, including any need for expansion.

5.5 SCRD liaison comments

M. Lebbell was present as SCRD representative and gave the Board an introduction to his history on the Coast, the local issues in Roberts Creek and his interest in community development, particularly as it relates to the *Roberts Creek Library and Reading Room*.

5.6 Chair

D. Fivehouse had presented the InterLINK budget to Board members in an email and opened the floor to questions. Following discussion around population statistics, D. Fivehouse moved that the InterLINK budget be accepted M/S A. Hopkins **CARRIED**.

6 Other Business

No other business recorded.

7 Announcements

7.1 2015 AGM Saturday February 21, 2015 10 a.m. Community Use Room 5797 Cowrie Street. D. Fivehouse reminded the Board that due to members' terms expiring next year, two new members will be needed for 2016.

8 Next Board Meeting Monday March 16th, 2015 10 a.m. Rockwood Lodge

9 Adjournment 11:50 p.m. Motion to adjourn. M/S P. Harvey, A. Hopkins **CARRIED**

Minutes submitted by: Margaret Hodgins, Chief Librarian / Secretary

Approved by: Dan Fivehouse, Chair

How Skype and email could help seniors avoid loneliness – and an early death

University of Toronto lab looking at ways of combating isolation

By Jesse Hirsh, [CBC News](#) Posted: Dec 26, 2014 7:00 AM ET Last Updated: Dec 26, 2014 7:00 AM ET

Researchers say that loneliness is not only emotionally taxing but can affect your life expectancy.

This is of particular concern to seniors, but many have found that modern communications technology provides a means of keeping loneliness at bay.

Just ask 94-year-old Bertha Kronenberg, who lives in Revera's Forest Hill retirement home in Toronto.

Kronenberg grew up in an orphanage in Johannesburg, and her early life was devoid of love and human contact – staff in the orphanage called children by numbers rather than their names.

Now just six years shy of 100, Kronenberg's life is full of love and meaningful connections, even though her family lives in South Africa.

That's because more than a decade ago, she taught herself to use her computer to reach out and stay in touch. When she's skyping with her sons and grandchildren, she says she feels they're in the room with her. She says she has made and maintains deep friendships online.

Video: Meet Bertha Kronenberg



[On mobile? Watch the video here](#)

These connections might even be helping to keep her alive, because loneliness can be lethal.

"Seniors that experience social isolation and loneliness are more likely to suffer from stress, depression, cognitive and functional decline, morbidity and death," warns Barbara Barbosa Neves, a research associate at the Technologies for Aging Gracefully lab (TAGlab) at the University of Toronto.

Neves stresses that sending an email or skyping with an aging relative is not the same as visiting with them in person, but she says a growing body of research suggests that digital connections play a crucial role in maintaining and improving seniors' quality of life.

Preventing social isolation

[The largest study](#) on the impact of loneliness, published in 2012 in the Archives of Internal Medicine, shows that people who are socially isolated are twice as likely to die prematurely.

It found that lonely seniors were nearly 50 per cent more likely to die earlier than seniors who felt meaningfully connected with others, even after results were adjusted for factors such as depression, socioeconomic status and existing health conditions.

To put that in context, that means loneliness is nearly twice as dangerous as obesity, with a mortality rate comparable to smoking.

Ron Baecker is dedicated to changing that, and as the founder and director of the TAGlab, he's trying to do something about it.

His lab has developed technology called [InTouch](#), which is designed to combat social isolation and loneliness. It uses "asynchronous messaging" – that is, platforms that don't require both parties to communicate at the same time, such as email – multimedia and whatever medium the individual recipient prefers.

InTouch allows family members to send video messages to each other and have them appear on televisions, computers or tablets, so that regardless of availability, loved ones can stay in touch.

The technology is designed to be as accessible as possible, leaving no excuse not to keep in contact with family members, regardless of their chosen technology platform or available time.

"We think that asynchronous multimedia messaging has a great role to play... "Face to face communications and internet communications go hand in hand. One does not take away from the other," says Baecker.

"We're also looking to enable this technology to encourage families to work together, not just from the point of view of communication, but engaging productively around issues of quality of life and health that seniors encounter regularly."

Jesse Hirsh is the host of Next Age. It airs at 7 a.m. (7:30 NT) on Radio One on Dec. 26 and again at 4 p.m. (4:30 NT) on Jan. 1.

Explore CBC

CBC Home

TV

Radio

News

Sports

Music

Kids

Local

Documentaries

Comedy

Books

Parents

To: Sechelt Public Library Board
From: Margaret Hodgins, Chief Librarian

1. Our Community

Programming

- 9 participants in Elder Women Drop-in group, 11 participants in talk by Colonel Keith Maxwell, 2 participants for Spoken Word Poetry.
- Freedom to Read week display – two contests.
- Please see attached article “How Skype and email could help seniors avoid loneliness – and an early death.” Future library and outreach programming may address this issue.
- New to BC – www.newtobc.ca Public Library InterLink and the Ministry of Citizenship and Immigration. Please see attached screen shots. Not all information for Sechelt available yet.
- Food for Fines Feb. 14-28 resulted in 400+ lbs of food and \$120.00 donation to the Food Bank. 9 library users cleared their accounts of old lost items.

Collection

- By public request, several “family friendly” movies were ordered and have been received.
- By public request, several new Eurodramas have been ordered.
- Before the lease is renewed in June, the books in the off-site storage locker will be evaluated by staff and donated to Better World Books or returned to library shelves. Furniture will be relocated to SD46 storage and the locker lease will not be renewed.
- New Legal Resources permanent display, which is kept up-to-date and pertinent to BC law, include the following resources: *Power of Attorney*, *When I’m 64: Controlling Your Affairs*, *When I’m 64: Services*, *A Death in Your Family*, *Being an Executor*, *Electronic Devices Privacy Handbook: A Guide to Your Rights etc.*
- Non-prescription eyeglasses are now available for patron use.

Numbers

- Early evaluation of new extended hours for the first two weeks of March – in order of popularity, most visits during new hours occur on Mondays, Tuesdays and Saturdays. During the first two weeks of new hours, the library saw an increase in 204 patrons or 2% of the annual in-person visits. With an ad campaign and the busiest months occurring during the summer, numbers are expected to increase. Staff are being stopped on the street and told that the new hours are appreciated.

Staff

- Computer Tutor student position is over at the end of March and staff will absorb the need for computer assistance.

Finance

- Sechelt Public Library and Gibsons & District Public Library are requesting vendors allow us to share online database subscriptions. To date, we have successfully negotiated the following agreements this year:
Ancestry.ca - a savings of \$1272.00 annually per library.
GALE Courses - a savings of \$1500.00 annually per library.

From the Comments box:

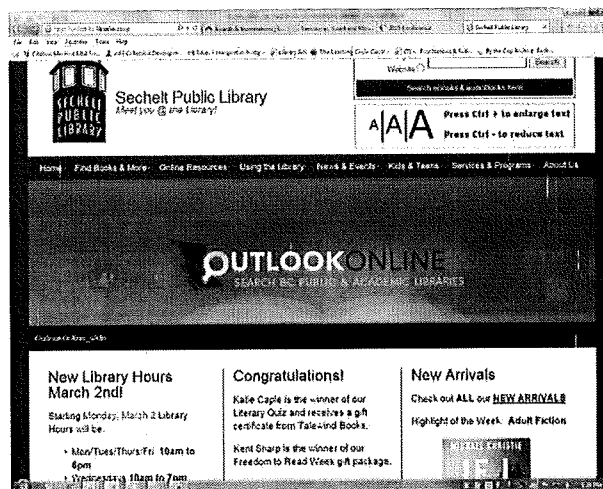
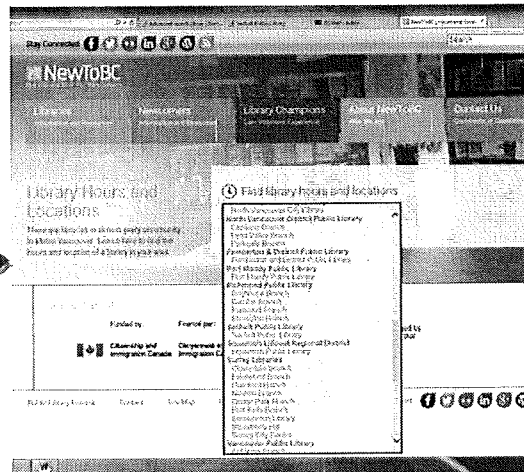
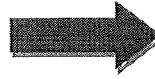
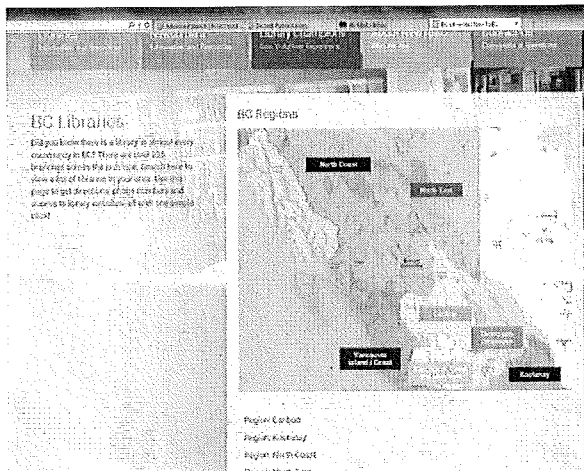
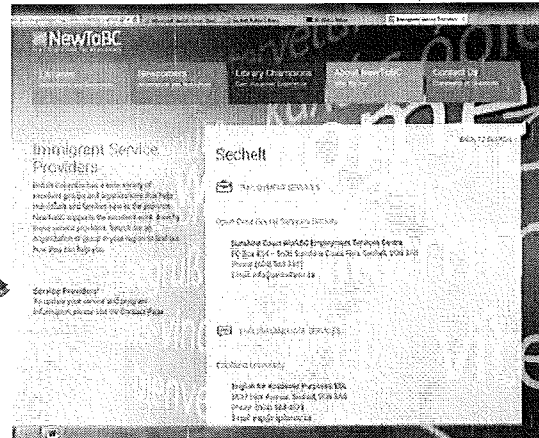
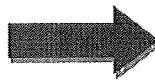
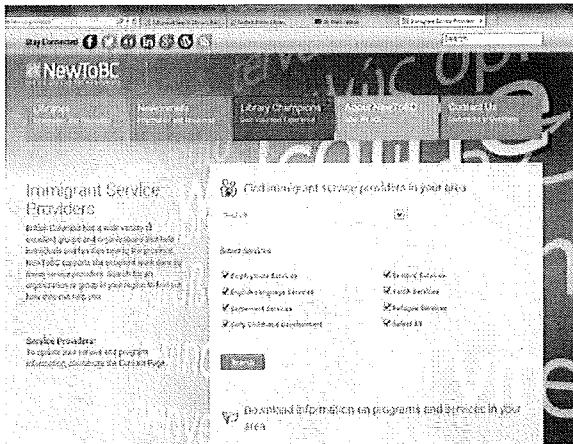
- “I love the staff, the new look for the shelves and our luck to have such a great library in our town.”
- “I love the library, I wish it was open Sundays ☺” “I love the new hours.”
- “Excellent service, excellent selection for all.”
- “In some libraries I’ve seen suggestions and responses posted on a board – that was good as we could see what others wanted and whether these suggestions could work or not. Suggestion – give more space to the

LIBRARIAN'S REPORT for March 16, 2015

computers. It's very crowded in there and hard to get in and out especially with a walker. Perhaps the lobby area could be used for computer use. Otherwise everything is great.

- "I LOVE LOVE LOVE this library and the ladies make every visit wonderful AND thank you so much for more hours and new computers! Thank you!!"
- Verbal request for a walker with seat and basket.

newtobc.ca screenshots



	A	B	C	D	H	I	J	K
1			Sechelt Public Library 2015 Budget					
2			Financial Statement to February 28, 2015					
3								
4	OPERATING BUDGET					Current	Year to	Percent
5					2015 Budget	Month	Date	
6	REVENUES							
7								
8	Public Support							
9	SCRD - Area A				25,099	7,227	7,227	
10	SCRD - Area B				101,905	31,131	31,131	
11	SCRD - Area D				58,299	17,233	17,233	
12	SIGD				9,433	2,830	2,830	
13	District of Sechelt - Operating				332,942	94,229	94,229	
14	Total Public Support				527,678	152,650	152,650	-71.07
15								
16	Province of B.C. - Public Library Services							
17	Public Library Services - Operating				50,000		0	-100.00
18	Public Library Services - Resource Sharing				7,090	0	0	
19	Public Library Services - other				8,000		0	
20	Province of B.C. - Other Grants				2,000	0	0	
21	Total Provincial Support				67,090	0	0	-100.00
22								
23	Library Revenue							
24	Community Partnerships				2,000	0	0	
25	Donations				1,000	10	10	-99.00
26	Printing - Copies/FAX				4,000	407	583	-85.42
27	Fines				10,000	855	1,614	-83.86
28	Book Sales/Lost Books				800	119	213	-73.39
29	Interest				300	0	0	-100.00
30	Archives Administrative Service Charge				900	225	225	-75.00
31	Miscellaneous Revenue				500	32	69	-86.22
32	Subtotal, Library Revenue				19,500	1,648	2,714	-86.08
33								
34	Federal Government							
35	Summer Employment Grant				3,500	0	0	
36	Industry Canada - internet trainer				4,700	453	453	-90.36
37	Total				8,200	453	453	
38								
39	TOTAL OPERATING REVENUE				622,468	154,751	155,817	-74.97
40								
41								
42								
43	EXPENSES							
44	Human Resources and Staff Development							
45	Staff Salaries				360,000	27,757	54,950	-84.74
46	Payroll Taxes - CPP/EI				24,200	1,950	3,838	-84.14
47	Benefits - MSP/Extended Health				32,400	3,340	5,961	-81.60
48	WCB Expense				650	674	674	3.68
49	Pension				40,000	2,371	4,720	-88.20
50	Staff and Volunteer Expenses				1,000	14	313	-68.70
51	Staff Development				1,200	0	40	-96.67
52	Board Expenses				2,000	68	68	-96.58
53	Recruitment Costs				500	0	0	-100.00
54	Union Expenses				0	0	6,234	
55	Subtotal Personnel				461,950	36,174	76,798	-83.38

	A	B	C	D	H	I	J	K
56								
57								
58	Sechelt Public Library 2015 Budget				Financial Statement to February 28, 2015			
59	EXPENSES (cont'd)				2015 Budget	Current	Year to	Percent
60						Month	Date	
61	Materials							
62	Books				59,000	3,164	5,781	-90.20
63	Magazines				5,500	167	4,072	-25.97
64	Audio				3,000	0	73	-97.56
65	Video				5,000	67	97	-98.06
66	On-Line Resources				9,000	3,158	4,378	-51.36
67	eBooks					20	3,514	
68	InterLINK				3,200	0	0	-100.00
69	Inter Library Delivery				2,000	289	289	-85.57
70	Subtotal Materials				86,700	6,865	18,203	-79.00
71								
72	Building							
73	Janitorial				10,000	786	1,573	-84.27
74	Insurance				5,600	172	343	-93.87
75	Utilities				12,500	573	685	-94.52
76	In-library Maintenance - supplies etc.				1,600	111	756	-52.76
77	Storage				2,300	0	0	-100.00
78	Subtotal Building				32,000	1,642	3,357	-89.51
79								
80	Computer and Information Technology Services							
81	Contract services (SITKA)				4,600	0	0	-100.00
82	Internet Connections				3,150	259	536	-82.99
83	Software				800	0	0	
84	I.T. Support				1,500	112	564	-62.37
85	Subtotal Computer Services				10,050	371	1,100	-89.05
86	Computer Equipment (See also CAPITAL EXPENSES)				2,000	0	0	
87	Total Computer Services				12,050	371	1,100	-90.87
88								
89	Office, Communications & Other Expenses							
90	Accounting and Legal				2,800	2,700	2,700	-3.57
91	Consultation Services				0	0	0	
92	Telephone and FAX				4,000	449	895	-77.63
93	Bookkeeping & Payroll Costs				1,200	162	398	-66.87
94	Photocopier				4,800	338	678	-85.88
95	Fees and Dues				700	0	555	-20.70
96	Miscellaneous (includes product delivery)				1,700	257	357	-79.03
97	Office and Processing Supplies				6,000	1,463	1,578	-73.70
98	Facility Improvements				0	0	0	#DIV/0!
99	Public Relations				600	253	381	-36.56
100	Programming				4,000	562	562	-85.94
101	Postage				3,000	439	620	-79.32
102	Subtotal Office, Comms & Other Expenses				28,800	6,623	8,723	-69.71
103								
104	TOTAL OPERATING EXPENSES				621,500	51,675	108,182	-82.59
105	NET SURPLUS (DEFICIT) OPERATING EXPENSES				968	103,076	47,635	
106								



AGM
2015

Sechelt Public Library Board Annual General Meeting Minutes – February 21, 2015

Present:

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

Regrets:

G. Nohr, SCRD Board Rep
D. Seigers, DofS Council Rep
L. Stewart
F. Wasserlein

M. Hodgins, Chief Librarian / Secretary

1. Call to order

Call to order at 10:00 a.m. with D. Fivehouse in the Chair.

2. Approval of Agenda

M/S A. Hopkins P. Harvey **CARRIED**

3. Adoption of Minutes from the February 22, 2014 AGM

M/S A. Hopkins L. McCready **CARRIED**

4. Reports

4.1 Chief Librarian

The 2014 Annual Report stands as the Librarian's Report.
Accepted by consensus

4.2 Treasurer

L. McCready reported that in regard to a question at last year's AGM, an audit is not required for an association of our size and the accountant's a financial report (engagement report) is sufficient.

Motion to waive a 2014 audit for the Sechelt Public Library Association.

M/S P. Harvey A. Hopkins **CARRIED**

Motion to accept the Treasurer's Report.

M/S L. McCready A. Hopkins **CARRIED.**

Motion to reappoint B. Richmond to prepare the engagement report for the Sechelt Public Library Association for 2015.

M/S L. McCready P. Harvey **CARRIED**

4.3 Friends of the Library

S. Friedman reported the Friends are an organization independent of the library with its own registered charitable number that exists to support the Sechelt Public Library and provide funds, used by the Chief Librarian, to support programs and resources outside the normal operating costs of the library. In 2014, 13 Book Faires were held and raised \$17,377. Total revenue for 2014 was \$19,510. A total of \$22,694 was given to the library to purchase sloping library shelving, a display tv, a banner, a children's magazine rack, comfortable reading chairs and a Euro Drama DVD collection.

4.4 Nominating Committee

D. Fivehouse. Nominations for trustees for the 2-year term for 2015-2016 are willing and have signed the appropriate papers:

Nominations for trustees for the 2-year term 2015-16 in alphabetical order:

Ann Hopkins (continuing)

Lois McCready (continuing)

Lucy Stewart (continuing)

Gillian Smith (new/returning)

Ann Kershaw (new)

Question posed three times: Are there any further nominations? No responses. Motion to accept the above nominations as presented.

Motion to accept the above nominations as presented.

M/S P. Harvey B. Shimazaki **CARRIED**

4.5 Board Chair

D. Fivehouse reported that the Board now sits at a maximum of 9 Board Trustees.

5. Business

Motion - The Board acknowledges and expresses heartfelt thanks to F. Wasserlein for her work and dedication as Trustee for the Sechelt Library Board Association.

M/S P. Harvey G. Smith **CARRIED**

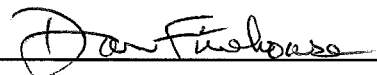
6. Comments / Questions from the membership

No questions or comments.

7. Adjournment 10: 12 a.m.

M/S A. Hopkins B. Shimazki **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.bcllibrary.ca



Post AGM
2015

Sechelt Public Library Board Post AGM Minutes – February 21, 2015

Present:

D. Fivehouse
P. Harvey
J. Janisch
A. Hopkins
A. Kershaw
L. McCready
B. Shimazaki
G. Smith

Regrets:

G. Nohr, SCR D Board Rep
D. Seigers, DofS Council Rep
L. Stewart

M. Hodgins, Chief Librarian / Secretary

1. Call to order

Call to order at 10:12 a.m. with D. Fivehouse in the Chair.

2. Approval of Agenda

Approved by consensus **CARRIED**

3. Election of Officers

Dan Fivehouse, Chair
Ann Hopkins, Vice Chair
Lois McCready, Treasurer

Motion to accept the above nominations as presented.

M/S B. Shimazaki G. Smith CARRIED

4. Liaison Appointments

InterLink – Dan Fivehouse, Ann Hopkins (alternate)
Friends of the Library – Bev Shimazaki, Gillian Smith
Sechelt Public Library Foundations – Dan Fivehouse, Lois McCready
DoS re: library expansion – TBA following strategic planning (April)
Sechelt Community Archives – Chief Librarian
Community arts organizations – Chief Librarian

Motion to review appointment of Chair in August 2015 at which time A. Hopkins will take Chair.

M/S P. Harvey L. McCready CARRIED

5. Comments / Questions

A. Kershaw expressed interest in working on the Foundation.

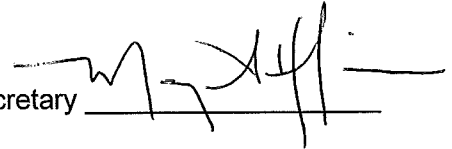
M. Hodgins expressed appreciation to Foundation for moving money into the Iris Loewen endowment which results in a \$1000 annual payment to the library.

6. **Next Board Meeting is March 16, 2015 at Rockwood 10:00 a.m..**

7. **Adjournment 10: 20 a.m.**

M/S A. Hopkins B. Shimazki **CARRIED**

Minutes submitted by: Margaret Hodgins, Chief Librarian / Secretary



Approved by: Dan Fivehouse, Chair



Box 2104, 5797 Cowrie Street, Sechelt, B.C. V0N 3A0

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