

# MINUTES

## SPLA BOARD MEETING

Monday, January 18, 2016  
Rockwood Lodge 10:00 a.m.

*Our library is a vital part of the community and a welcoming gateway to ideas, knowledge and information for life-long learning and enjoyment.*

**Present:** D. Fivehouse, P. Harvey, A. Hopkins, , L. McCready, G. Nohr, , D. Siegers, , G. Smith

**Guests:** J. Rafael, S. Rodrigues M. Hodgins Chief Librarian/Secretary

**Regrets:** B. Shimazaki

### 1. Call to Order

### 2. Approval of Agenda

**M/S CARRIED**

### 3. Introductions (regrets Linda Smith)

### 4. New Business

#### 4.1 Update on Canada 150 and next steps

**Motion** The Board supports the Chief Librarian's application to the SPLF for \$100,000 over two years.

Board discussion.

**Amended Motion** The Board supports the Chief Librarian's application to the SPLF for funding of the renovation project.

**M/S CARRIED**

#### 4.2 SD 46 and cooperation with Gibsons

A. Hopkins. The Gibsons & District Library and the Sechelt Public Library have presented Director Tracey Therrien and Chief Librarian Margaret Hodgins with letters of commendation for their collaboration which has resulted in more services for our communities and significant economies. The letter will be attached to the minutes.

M. Hodgins. Meeting with SD 46 Patrick Hocking and Tracey Therrien to plan further collaborative efforts between the libraries and the school board. Initiatives include one student one card and changes to the summer reader program.

**Motion** The Board supports developing collaborative literacy programs with SD46 and Gibsons

and District Public Library.

### **M/S CARRIED**

#### **4.3 Adopt New Trustee Recruitment Process**

**Motion** The Board adopts the new trustee recruitment process as circulated.

### **M/S CARRIED**

#### **4.4 Library Policy on Canvassing**

P. Harvey. In preparation of conducting a community survey this year, the canvassing policy needs to be rewritten to allow the library to survey library users within the parameters of the privacy guidelines provided in the BC Ministry of Education's "Privacy Guidelines for British Columbia Public Libraries". <http://www.bclibraries.ca/privacy/> A waiver could also be added member registration form asking for permission to email members future library surveys.

## **5. Chair remarks**

### **5.1 Fundraising**

A. Hopkins. Still recruiting for Board members with experience and skills in finance and fundraising. A fundraising specialist will be contacted for information. Need to move forward with fundraising and try all avenues to support the renovation project.

### **5.2 Governance**

A. Hopkins. Please refer to handouts on governance responsibilities. A formal board self-evaluation will take place later this year. Committees to be established include public relations, facilities, technology and fundraising.

## **6. Committees**

### **6.1 Policy**

P. Harvey. The manual has gone out to Board members for editing and should be ready by June for final approval.

### **6.2 Human Resources and Succession**

- Board Nominations for the February AGM include Janice Rafael (new), Sadira Rodrigues (new) Bev Shimazaki (returning) and Linda Smith (new).

- Scheduling

M. Hodgins. Still working through scheduling issues to ensure equal coverage through opening hours. May need outside assistance in looking at the overall scheduling system as it has evolved.

## **7. Business**

### **7.1 Approval of Minutes November , 2015**

**M/S CARRIED**

### **7.2 Correspondence**

### **7.3 Treasurer's Report**

**M/S CARRIED**

### **7.4 Librarian's Report**

As circulated.

### **7.5 SCRD report**

G. Nohr. The SCRD is looking to narrow down goals of their strategic plan for effectiveness whereas the library seems to be broadening goals of their strategic plan. Next week, G. Nohr will be presenting an information session on the SCRD to Library staff at their monthly staff meeting. Suggests that the library reach out to the new directors at the DoS, SCRD and SIGD to inform them of the library's successes and issues.

### **7.6 DOS Report**

D. Seigers. Busy at District with the start of new CAO Tim Palmer, working with GP for Me and Seniors Council, and still in budgeting meetings. Collective agreement was signed in December.

### **7.7 Interlink Report**

D. Fivehouse. Interlink working on provisional budget, governance manual and financial control oversight. Board indicated there were no concerns or comments re: Interlink Budget as circulated.

## **8. AGM and Post AGM - Saturday February 20<sup>th</sup>, 2016 Rockwood Lodge 10:00 a.m.**

Following Board Meeting - Monday March 21, 2016 Community Meeting Room 10:00 a.m.

## **9. Adjournment**