

Sechelt Public Library Association Board Meeting Saturday October 14, 2017 Mission Point, Davis Bay 10:00 a.m.	
<i>Our library is a vital part of the community and a welcoming gateway to ideas, knowledge and information for life-long learning and enjoyment.</i>	
Present:	A. Hopkins, S. Egerman, G. Nohr, B. Shimazaki, D. Siegers, G. Smith, J. Young M. Hodgins, Chief Librarian/ Secretary
Regrets:	J. Mandick
1 Call to Order The meeting was called to order at 10:06 with Ann Hopkins in the Chair.	
2 Approval of Agenda It was duly moved and seconded: THAT the Agenda be approved as circulated. CARRIED	
3 New Business 3.1 Canada 150 Project M. Hodgins. Project proceeding and will completed in time.	
3.2 Fundraising Update Discussion of details of the Gala to take place on October 28 th , 2017 including silent auction items, marketing, and issuing receipts for tickets.	
3.3 Strategic Plan Review M. Hodgins will contact J. Loveys at the SCR D to seek permission to use a variation of the SCR D’s governance strategic goal for the library – “Enhance Board Structures”. This action to update the library’s Strategic Plan. G. Nohr has spoken to Keith Julius about the library and M. Hodgins will invite Mr. Julius for a library tour. M. Hodgins to create an overview of the structure of Provincial government support for public libraries in BC for future Board meeting.	
3.4 Evaluations A. Hopkins. Board evaluations will be handed out in January and will include the two new members. B. Shimzaki has volunteered to create an analysis for presentation in March 2018. M. Hodgins will complete a self-evaluation in January.	

3.5 Fines

Discussion of ceasing fines for adult materials.

It was duly moved and seconded:

THAT library fines will cease at the commencement of the renovations for six months at which time the Chief Librarian will report back to the Board for evaluation of decision.

CARRIED

M. Hodgins. Staff will work to implement no-fine decision and modify current email and letter notices.

4 Committees

4.1 Policy Committee

B. Shimazaki. Sara Singerman is on the Policy Committee's Advisory Committee and will format the library's Policy Manual – both print and online versions. At that time, the Policy Committee will reconvene and review Risk Management Policy. Thank you to Sara Silverman for volunteering her skills and time.

4.2 Fundraising and Community Relations Committee

Already discussed.

5. Business

5.1 Approval of Minutes September 16, 2017 and Financial Analysis

It was duly moved and seconded:

THAT the minutes of September 16, 2017 and the Financial analysis be approved as circulated. **CARRIED**

5.2 Treasurer's Report and Capital Fund update

S. Egerman. Monthly Financial Statement received. Capital Fund donations received in September totalled \$140.00. Expenses charged to Capital Fund include invoices from project Manager D. Hendsbee, advertising costs and CanadaHelps fees. Capital funds do need to be released to pay for first invoices related to Canada 150 construction.

It was duly moved and seconded:

THAT \$20,000 of capital funds be approved to start construction following receipt of construction quote and timetable. **CARRIED**

5.3 Librarian's Report

Librarian's report as circulated was discussed.

6. Adjournment

It was duly moved and seconded:
 THAT the meeting be adjourned.

CARRIED

Meeting adjourned at 11:45

The next meeting is on Saturday November 18, 2017 – 10:00 a.m. in the Community Room.

M. Hodgins, Secretary

A. Hopkins, Board Chair