

**SECHELT PUBLIC LIBRARY ASSOCIATION  
BOARD OF TRUSTEES - MEETING MINUTES****November 27, 2024**

Present: Rhian Piprell – Board Chair                      Patricia (Pat) Harvey – Board Vice Chair  
Jack Young – Board Treasurer                      Ruth Moore – Board Member  
Paula Selmayr – Board Member                      Ann Hopkins – Board Member  
Justine Gabias – SCR D Representative  
Leianne Emery – Library Director

Regrets: Vittoria Urpens – Board Member  
Garry Nohr – Board Member  
Adam Shepherd – District of Sechelt Representative

Minutes: Jessica Kraus – Library Administrative Assistant

**1. Call to Order**

Rhian called the meeting to order at 9:07. She acknowledged we are meeting on the ancestral lands of the shishàlh Nation and noted our appreciation.

**2. Adoption of Current Agenda**

Motion to approve the agenda as presented.

**Motion:** Paula Selmayr                      **Second:** Ruth Moore                      **Carried**

**3. Adoption of Previous Minutes, October 30, 2024**

Motion to adopt the previous minutes as presented.

**Motion:** Ann Hopkins                      **Second:** Paula Selmayr                      **Carried**

**4. Ongoing Business**

**4.1 Fundraising Brochure:** Adjustments are ongoing, will be reviewed again in the New Year.

**5. New Business**

**5.1 Budget Approval for 2025:** The proposed budget for 2025 was presented by Leianne and discussed. In review of the current year's budget, she noted that with various cutbacks, the budgeted deficit for 2024 is anticipated to be significantly less, despite the minimal 1.6% funding increase for the year. With the continued fixed rate increase (only 3% for 2025) however, the 2025 budget will also be a deficit, even with cuts to the programming, acquisitions and other public services budgets. Leianne discussed keeping the reduced budgets at their current level and increasing the overall deficit, but the Board

decided to keep the deficit as planned as the funders need to know public services were reduced to accommodate the insufficient revenue.

Motion to approve provisional 2025 budget as outlined by Leianne Emery.

**Motion:** Rhian Piprell

**Second:** Ruth Moore

**Carried (unanimous)**

## 6. Library Director's Report (November 2024)

Leianne emailed copies of the Director's Report to all Board Members prior to the meeting and Board members can request a printed copy as well. The Director's Reports are available on the library website after the Board meeting has taken place. During the meeting she noted the following highlights:

- Building Envelope Repair: Work is ongoing. There has been noise and some disruption but staff and patrons have been very tolerant. Signia (the Contractor) is doing what they can to keep an open line of communication with scheduling updates almost daily while the work is proceeding.
- Staff Retirements: Beth Dodds' retirement dinner is scheduled for Friday November 29, 2024. Janette will be filling the position of Public Services and Interlibrary Loan Supervisor effective December 03, 2024. Janette's job (Library Technician – Accessibility) has been posted and Leianne is collecting resumes. Once they've been reviewed, interviews will proceed.

## 7. Board Committee Reports

**No Reports**

## 8. Liaison Reports

**Friends of the Library:** The latest sale (and last one for 2024) made \$1,020. Ruth also wanted to remind everyone of the Volunteer Appreciation Tea on December 5<sup>th</sup> from 1:00pm to 3:00pm in the Community Room – the Friends and library staff will be decorating the space and there will be giveaways for attendees.

## 9. Local Government Representative Reports

**9.1** District of Sechelt, Adam Shepherd: Not present, no report.

**9.2** Sunshine Coast Regional District, Justine Gabias:

- Round 1 of budget presentations was last Monday with many applicants moving to Round 2 (January 13, 2025). Justine described a new "Corporate Work Plan" which incorporates staff capacity hours to help prioritize planned projects and utilizes a "Red Line Tool" to identify when staff capacity has been reached – this should increase staff efficiency and help streamline project planning for the upcoming years.
- She also noted that the OCP for rural areas will be updated.
- Communications: Justine has committed to help improve communication between other municipalities, the public and the SCRCD. To avoid miscommunication and surprises, she wants to improve liaison procedures so information from various committees and community partners is brought back to the SCRCD in an organized and timely manner.

## 10. Financial Report

**10.1** Board Treasurer, Jack Young reviewed the statements.

**10.2** Adoption of Financial Statements – October 2024

Motion to accept the October 2024 Financial Statements.

**Motion:** Jack Young**Second:** Paula Selmayr**Carried****11. Adjournment**

Before adjourning, Leianne wanted to say a big Thank You to all the Board Members and Representatives for their time and effort put into participating in the running of the Library. She hopes everyone enjoys their chocolates and has a wonderful holiday season



Motion to adjourn meeting.

**Motion:** Rhian Piprell**Second:** Pat Harvey**Carried**

The meeting was adjourned at 10:20.

**The Next Meeting will be January 29, 2025 in the Library Community Room.**