

BOWEN ISLAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING — MARCH 24, 2016
LIBRARY MEETING ROOM
MINUTES

Attendance and Quorum: Cynthia Nicolson (Chair), Len Gilday, Sarah Graham, Andrea Little, Melanie McLeod, Susan Munro, Tina Nielsen (ex-officio)
Regrets; Michael Penny (Vice chair), Ted Benson (Treasurer), Melissa Harrison, Sue -Ellen Fast, Sheilagh Sparks

- 1) Call to Order: 7.00 pm
- 2) Approval of Agenda: **CARRIED**
- 3) Approval of meeting minutes from February 18, 2016 (distributed electronically and at the table) **CARRIED**
- 4) MOVE TO CLOSED MEETING 7:10 PM
 - The one item considered was a matter relating to personal information about identifiable individuals. There is nothing further to report.
- 5) RETURN TO REGULAR MEETING 7:50 PM
- 6) Information Items - NONE
- 7) Annex Project
 - a) Fundraising update: Tina gave a verbal report:
 - i) We have raised 49% of our goal
 - ii) We are awaiting feedback from several key cabinet members
 - iii) The steering committee is moving forward on:
 - Developing and implementing a communications strategy
 - MoU between BIAC and BIPL
 - Need to develop a BIAC/BIPL Operational Agreement
 - Financial management: need to recruit an accountant/CFO for oversight
 - Jacqui and Tina will report back to BIM council on progress
 - b) Architect engagement: Building Committee had a productive and positive meeting with James Tuer, architect, and David Luksha, Project Manager.
 - Next steps will be a contract with James.
 - Need to put a budget in place.
 - c) Saturday, May 28, Bollywood on Bowen, Gallery/Annex fundraiser at the legion.
- 8) New Business - NONE
- 9) Continuing Business
 - a) Committee Reports: None

10) Reports:

- a) Librarian (distributed electronically and at the table) Tina reported that:
 - i) Sue Geist did an admirable job covering during Tina's holiday
 - ii) Canada Summer Jobs application has been sent for one student this summer.
 - iii) Upcoming program: Making a Will
- b) Monthly Financial (distributed electronically and at the table) Tina reported that council has not approved the budget so no budget has been entered into the software. Tina presented PROVISIONAL revenue, expense and budget figures based on estimates.
- c) InterLINK (None)
- d) BIM (None)

11) Communication and correspondence: None

12) Next Meeting – April 21, 2016

13) Adjournment: 8:45 pm