

BOWEN ISLAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING — SEPT 15, 2016
LIBRARY MEETING ROOM
MINUTES

Attendance and Quorum: Michael Penny (acting chair), Len Gilday, Sheilagh Sparks, Melanie McLeod, Melissa Harrison, Tina Nielsen (ex-officio)

Regrets: Cynthia Nicolson (Chair), Ted Benson (Treasurer), Sue-Ellen Fast, Susan Munro

Guest: Don Heth

- 1) Call to Order 7:10pm
- 2) Approval of Agenda CARRIED
- 3) Approval of meeting minutes from August 18, 2016 (distributed electronically and at the table) with revision CARRIED
- 4) Annex Project Committee Reports:
 - a) Steering: Tina reported we had a new poster of the project, 4X5 foot, to be erected in front of the library. Our federal grant application is still being considered.
 - b) Fundraising: Tina reported much feedback, mostly positive, re Annex/Gallery mailout and Bowfest table and \$1,700 in donations from the public in the past week. Enthusiasm is building for the adult spelling bee fundraiser scheduled for Oct 22.
 - c) Finance: Nothing new to report.
 - d) Building: Waiting for an update to building cost estimate.
 - e) Communications: Facebook page now coming along.
- 5) New Business
 - a) One board vacancy: Possibilities being developed
- 6) Continuing Business
 - a) Operational Agreement Annex/Gallery project: members to bring comments and suggestions to the October meeting.
 - b) Objectives 2017-2018 Chief Librarian: Personnel Committee (Melanie & Susan) met with Tina to (a) review goals, objectives and work plans from the 2014 review of the Chief Librarian and (b) plan for the coming two years. During the course of this review the committee and CL determined that the work required for the Annex/Gallery project will take the majority of CL's available time beyond day-to-day operation of the library. Priorities include educating staff and volunteers about A/G and time management re A/G and daily operations. Tina told the board she is enjoying the challenge.
- 7) Reports
 - a) Librarian (distributed electronically and at the table): Fiona Watson, Summer Reading Club coordinator, led a successful and popular program. It is becoming harder to fill volunteer shifts. We are now running a "pilot" for English conversational classes.
 - b) Monthly Financial (attached)

- c) InterLINK (none)
- d) BIM (none)

8) Next Meeting – October 20, 2016

9) Adjournment: 8:25pm

Tasks from meeting minutes

What	Who	When
BIAC/BIPL Annex/Gallery Operation Agreement review and comment	All members	October m'tg
Revise August 18, 2016 minutes—Melanie attended	Tina	