

BOWEN ISLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING — FEBRUARY 23, 2017  
LIBRARY MEETING ROOM  
MINUTES

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

- 1) Call to Order: 7:05 pm
- 2) Approval of Agenda: Carried
- 3) Approval of meeting minutes from January 19, 2017: Carried
- 4) Cove Commons Project Steering Committee Report (verbal)
  - a) Len reviewed progress of the Building Subcommittee since our last meeting: We have met twice with construction manager David Luksha in February. Tina (on behalf of Cove Commons) and David (representing Z.E.I. Construction Management) signed a project management contract February 10. David is offering his services at no cost. David is making headway on securing firm prices and expects to have a budget for review very shortly. Paul McGillivray, site supervisor, began foundation work at the beginning of this week.
  - b) Tina reviewed progress at the Steering Committee: We had about \$528,000 in pledged donations to Cove Commons and to date we have redeemed more than \$400,000 of that. Tina stated that she is confident that we will get very near to a 100% redemption rate. Yesterday, a donor, who wishes to remain anonymous, wrote a cheque to the library for \$50,000 which we will direct towards the project. It is possible that building progress induces people to donate once they see things are moving forward. If all pledges are honored, we have raised \$976,000. We will publish a list of donors in next week's Undercurrent.
  - c) Tina reviewed the state of various agreements:
    - i) The Project Agreement was signed today by Cynthia, representing BIPL, and Carol Cram, representing BIAC, and Tina Nielsen representing BIPL Foundation.
    - ii) The Operating Agreement is almost finalized.
    - iii) The Construction Agreement: Tina heard from BIM today it is ready to be signed.
    - iv) Michael advised that copies of the final, signed agreements should be distributed to board members of both BIPL and BIAC.
- 5) New Business
  - a) Appointment of Board executive (Chair, Vice Chair and Treasurer)
    - i) Cynthia outlined the current executive member. She and Michael Penny agreed to stand again in positions of Chair and Vice Chair respectively. Tina will enquire of Ted Benson if he is willing to stand as Treasurer for one more year. Cynthia called for further nominations for positions of Chair, Vice Chair and Treasurer. Hearing none, Cynthia Nicolson was acclaimed as Chair, Michael Penny was acclaimed as Vice Chair, and Ted Benson was acclaimed as Treasurer pending

his agreement.

b) Appointment of Committee members. (Current lists distributed electronically)

- i) Elizabeth and Sheilagh both agreed to join the Policy & Planning Committee; Tina will ask Don if he would like to join the Personnel Committee; Tina will ask Ted if he wishes to remain on Finance and continue as our InterLINK Representative. Otherwise, board members will continue in their current roles on committees. Tina will update the committee list and distribute.
- ii) Brief discussion about how to make best use of the Personnel Committee. To be resumed at a future board meeting

6) Continuing Business: None

7) Reports

a) Librarian (distributed electronically): Tina said the library was planning a second Meditation Presentation for March 12. The first event was well attended and successful enough to warrant a second session. We have had no direct complaints about loss of public parking due to the building project. BIAC and BIPL are working with Pauline Le Bel to develop a series of events focused on reconciliation.

b) Monthly Financial (distributed electronically): Tina reviewed the 2016 Year End. Of note— Salaries went over budget by \$4,693.93 due to extra staff hours needed to cover for Tina's Cove Common commitments. The good news: we ended the year with a surplus of \$3,813.44.

c) InterLINK: None

d) BIM: None

8) Next Meeting – March 16, 2017

9) Adjournment: 8:30 pm