

BOWEN ISLAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING — JUNE 16, 2017
LIBRARY MEETING ROOM
MINUTES

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

Regrets: Sheilagh Sparks, Melissa Harrison

- 1) Call to Order: 7:05
- 2) Approval of Agenda: Add item 5) c) discussion re Davies Cottages. Carried
- 3) Approval of meeting minutes from May 18, 2017: Carried
- 4) Cove Commons Project
 - a) Steering Committee Report (verbal): Cynthia reported that construction is progressing smoothly. Our tracking budget indicates we will probably need to raise a bit more money to complete both the building and the plaza. Upcoming fundraising opportunities include the Spelling Bee (volunteers will be needed) and a lecture from Wade Davis.
- 5) New Business
 - a) Budget considerations for 2018 (distributed electronically): Tina reviewed possible additions to the 2018 budget. Discussion around the table favored asking the Finance Committee to investigate funding opportunities for Volunteer and Program Coordination and to undertake a long overdue Staff Wage Review. Discussion also favored pursuing economies to offset these initiatives.
 - b) Request from Tourism Bowen (distributed electronically): **MOTION: To write a letter to Tourism Bowen Island saying that the Bowen Island Public Library needs all library land for library programming. Carried.**
 - c) Discussion re Davies Orchard Cottages restoration project. If cottage preservation proceeds then the library would be pleased to be consulted.
- 6) Continuing Business:
 - a) Draft Operating Guidelines BIM and BIPL revised (Susan and Tina): Susan reported that the draft was close to perfect and will be finished very soon.
- 7) Reports
 - a) Librarian (distributed electronically): Renovation planning for the existing library is underway with architect Don Nicolson. Next steps are to finalize the design, seek estimates from contractors and develop a budget. The West Vancouver Memorial Library has offered us free seismically stable shelving. Friends of the Library are pleased with the results of the annual book sale.
 - b) Monthly Financial (distributed electronically): Tina reported everything up to date and OK.
 - c) InterLINK (verbal): Ted attended a meeting last month and said there was nothing unusual

to report.

d) BIM (verbal): Sue Ellen reported that Fiona McRaid, Islands Trust First Nations Policy Advisor, will lead a discussion on Bowen about First Nations and Howe Sound June 26.

8) Correspondence (distributed electronically)

9) Next Meeting: **MOTION: Next meeting to be September 21 unless the chair determines to meet earlier. Carried**

10) Adjournment: 9:00 pm

Tasks from meeting minutes

What	Who	When
Write letter to Tourism Bowen Island re erecting a satellite Visitor's Information Centre on library land	Tina, Cynthia	ASAP
Finance Committee to review possible additions to 2018 budget and possible offsetting economies	Finance Committee	
Make draft Operating Guidelines perfect	Susan	By next meeting
Report from Friends of Bowen Island Library		Next meeting