

Bowen Island Public Library
Board of Trustees Meeting — September 27, 2019
Bowen Library — Annex
Minutes

Attendance and Quorum: Susan Munro (Chair) Cynthia Nicolson (Vice-Chair), Michael Penny (Treasurer), Melanie McLeod, Melissa Harrison, Sue-Ellen Fast, Don Heth, Steve Mitchell, Len Gilday, Tina Nielsen (ex-officio)

Regrets: Elizabeth Bowker, Peter Matthews

- 1) Call to Order: 5:05 pm
- 2) Approval of Agenda with additional item Trustee Training topics to reports: Carried
- 3) Approval of meeting minutes from June 20, 2019
 - a) **Motion to approve the meeting minutes from June 20, 2019. Carried.**
- 4) Business arising from the minutes: Susan and Tina's meeting with BIM Council will probably be scheduled for the October Council meeting.
- 5) New Business
 - i) 2020 Budget: Tina reviewed Bowen Public Library Budget 2020 — Draft 4.
 - (1) Compensation review and new salary grid:

Motion: To move to a closed meeting with Chief Librarian. Carried. 5.40 pm
Move out of In Camera Session 6 pm
 - (2) **Motion: In view of the contributions of the library staff to the well-being of the community and in alignment with the municipality's policy on compensation, we move that this Board adopt the Sainas report salary recommendations for library staff, and directs the finance committee to develop a 2020 budget consistent with the Sainas proposed salary structure. Carried Unanimously.**
 - (3) **Motion: To approve Bowen Island Library Budget 2020, Draft 4. Carried**
 - ii) Refreshed Logo: Tina presented the draft refreshed library logo.
- 6) Reports:
 - a) Committees
 - i) Communications Committee: Tina gave a preliminary summary of the Report of Customer Feedback findings (verbal) from 3 focus groups (youth, seniors and community groups) and 349 online survey responses. Overall — Strong support for the library.
 - ii) Personnel Committee – Closed Meeting at 5)i)
 - b) Monthly Financial (distributed electronically) Michael reported everything seems in order.
 - c) Librarian – (distributed electronically)
 - i) Katie Welsh and Cameryn Harris ran a great summer reading club. Katie's excellent report is included in meeting package.
 - ii) Bowen Island Library's Volunteer Appreciation Celebration Sunday Nov 24, 4-6pm

- iii) Spelling Bee has been postponed
 - iv) Skedda software now on our website to book/rent library space.
 - v) Landscaping to commence mid-October 2019
 - d) InterLINK: Michael Penny presented InterLINK statistics that show Bowen Island Library patrons borrowed 6,997 items from InterLINK affiliated libraries and lent 274 items to patrons from other InterLINK libraries from January – June 2019. Budget changes adopted at InterLINK's September Board meeting will move all member libraries' levies to 100% of population assessment. InterLINK Board voted to cease paying VPL grant. To be implemented over the next 3 years.
 - e) BIM: Sue-Ellen Fast, just back from the Union of BC Municipalities Convention, reported she joined a well-attended session about public libraries. UBCM strongly supports restoring lost provincial funding to public libraries.
 - f) Summer Reading Club: See Librarian's Report 6) c) above
 - g) From Trustee Orientation Program – ideas for meeting format. Peter Matthews verbal - deferred.
- 7) Next meeting date – October 17, 2019
- 8) Adjournment: 7pm