

Bowen Island Public Library  
Board of Trustees Meeting — February 20, 2020  
Bowen Library — Annex  
Minutes

Attendance and Quorum: Michael Penny (acting Chair and Treasurer), Sue-Ellen Fast, Elizabeth Bowker, Peter Matthews, Steve Mitchell, Beatrice Anderson, Len Gilday, Tina Nielsen (ex-officio)  
Regrets: Susan Munro (chair), Cynthia Nicolson (vice-chair), Melissa Harrison, Don Heth

- 1) Call to Order: 7pm
- 2) Approval of Agenda: Carried
- 3) Approval of meeting minutes from January 16, 2020: Carried
- 4) Business arising from the minutes:
  - a) Tina reported Carol MacKinnon is available to lead our Strategic Planning session April 25
  - b) Michael reported that Don, Len, Michael and Susan represented the library at the recent BIM public consultation re the 2020 municipal budget. Our presentation seemed well received.
- 5) New Business
  - i) Board Self Evaluation (the form will be distributed electronically for Board members to complete on line)  
(1) **MOTION: To approve and circulate the Board Self Evaluation. Carried**
  - ii) Provincial Grant Report draft (distributed electronically).  
(1) **MOTION: To approve the Bowen Island Public Library Provincial Library Grants Report 2019. Carried**
- 6) Reports:
  - a) Committees
    - i) Policy and Planning: New policies needed – Recent snow days led to questions about library policy for bad weather or emergency closing. Library policy re emergency closing will be part of a larger discussion about library policies at our upcoming Strategic Planning session. Check with BIM re municipal emergency closing policies.
    - ii) Personnel: Beatrice reported the committee had determined succession planning (for senior staff and board members) was a longer-term priority to be explored at the upcoming Strategic Planning session.
  - b) Monthly Financial –
    - i) Year end revised draft for 2019 presented for information.
    - ii) No significant data available for current 2020 to date.
  - c) Librarian:
    - i) Tina reported the library had applied for 2 Canada Summer Job positions (Youth Program Coordinator and Program Assistant).
    - ii) Grant applications submitted to BI Community Foundation for Youth Drop In nights; to Knick Knack Nook for landscape planting and water bottle filling station; and to

Kimberley Foundation for STEAM (Science, Technology, Engineering, Arts and Math) equipment and programs.

iii) Michael Penny also reported that the Friends of Bowen Island Library will hold a Mini Book Sale (focusing on fiction) March 8 in the Annex.

d) InterLINK: No meeting

e) BIM: Sue-Ellen reported the Island Discovery Learning Community is negotiating to relocate to Evergreen Hall in Deep Bay. The move may result in increased numbers of library visits.

7) Next meeting date: March 19

8) Adjournment: 8:30