

**Bowen Island Public Library
Board of Trustees Meeting — February 17, 2022
Via Zoom video conferencing
Minutes**

Attendance and Quorum: Susan Munro (Chair), (Vice Chair), Don Heth (Treasurer), Peter Matthews, Beatrice Anderson, Len Gilday, Jeb Gutelius, Kellee Ngan, Windy Dorresteyn, Rachelle Smalldon, Manusha Janakiram, Jennifer Streckmann (ex-officio)
Regrets: Melissa Harrison, Sue Ellen Fast, Jen Harvey

- 1) Call to Order: 7:05
- 2) Land acknowledgment
- 3) Approval of Agenda: Approved
- 4) Approval of meeting minutes from January 20, 2021: Approved
- 5) Business arising from the minutes (updated table below)

What	Who	When
Follow up re septic tanks and pumps	Len	Complete
Revise 2022-2024 Strategic Plan	Jennifer	Complete
Write operational Guidelines for Strat Plan	Jennifer	Complete
Consider which committees to join and report to susan	All	Complete

- 6) New Business
 - a) Committee Roles: Susan reviewed committee assignments and committee roles. Susan and Peter requested a volunteer step forward as backup for the InterLINK liaison
 - b) 2022-2024 Strategic Plan Review: Jennifer reviewed in detail the new Strategic Plan.
 - i) **Motion to adopt, with minor revisions, the Bowen Island 2022-2024 Strategic Plan. Carried.**
 - c) 2022-2024 Operational Plan Review: Jennifer reviewed in detail the Operational Plan. Susan and Jennifer will refine Operational Plan priorities and timeline to report back next meeting.
- 7) Reports
 - a) Librarian—Jennifer reported:
 - i) Vaccine verification has begun for library programs and events.
 - ii) Two staff took ARETE’s COVID-19 Customer Conflict Management – Communicating Health and Safety Guidelines training in preparation for vaccine verification at the Library.

APPROVED March 17, 2022

- iii) The first Volunteer Day is scheduled for March 3rd.
 - iv) Current partnership discussions include the Seed Library with BICS and Write on Bowen festival.
 - v) Update on drainage issues on the Library/Cove Commons property and the timeline for the Snug Cove Cultural Corner work.
- b) Finances — Don reported while it is a bit early in the year to form a solid opinion everything looks good right now.

8) Next meeting date scheduled for March 17, 2022.

9) Adjournment: 8:20pm

Tasks from meeting minutes

What	Who	When
Request for one volunteer as backup InterLINK rep.	All	ASAP
Refine Operational Plan Timelines and Priorities	Susan & Jennifer	By March mt'g