

**Bowen Island Public Library
Board of Trustees Meeting — January 19, 2023
Hybrid Meeting — Library Annex and via Zoom video conferencing
Minutes**

Attendance and Quorum: Don Heth, Jeb Gutelius, Sue Ellen Fast, Peter Matthews, Beatrice Anderson, Len Gilday, Kellee Ngan, Rachelle Smalldon, Sujata Connors, Jennifer Madden, Angela Redish, Anita Schuller, Tina Nielsen (ex-officio)
 Regrets: Christina Gray,

- 1) Call to Order: 7:40pm
- 2) Land acknowledgment
- 3) Approval of Agenda with revision: Carried
- 4) Election of Chair and Vice Chair:
 - a) Don Heth nominated as Chair. Further nominations solicited. No further nominations. Don Heth acclaimed chair
 - b) Jeb Gutelius nominated as Vice Chair. Further nominations solicited . Jeb Gutelius acclaimed vice chair.
- 5) Approval of meeting minutes from November 17, 2022: Carried
- 6) Business arising from the minutes (updated table below)

Tasks from previous meeting minutes

What	Who	When
Investigate why salaries appear higher than expected	Don & Tina	Agenda Item 8a

- 7) New Business
 - a) Discussion of Treasurer position: Tina explained under the Library Act the position of treasurer is not a requirement. In many libraries the position is filled by the Chair of the Finance Committee. To be reviewed at time of committee appointments.
- 8) Reports
 - a) Finance: 2022 Salary expenses discussion and Monthly Financial: Don, on behalf of the Finance Committee, presented information about some of the circumstances that led 2022 salaries and benefits to exceed projections. Don said the Chief Librarian and/or finance committee will meet with BIM CFO Kristen Watson for further information and revise the 2023 library budget approved at our November board meeting. Finance committee will report with further information at our February meeting.
 - b) Librarian:
 - i) Tina reported that Christine Miller, has tendered her resignation. Christine has been involved in the Bowen Library for more than 40 years. She will be missed.
 - ii) Lots of ongoing programs: Game Night, French Connections, Storytime, Family

Literacy Week, Film Night, and Career Advisor.

- iii) The Snug Cove Cultural Corner is now 95% complete
 - c) InterLINK – Peter explained how InterLINK’s reciprocal sharing is particularly advantageous to small libraries like ours. InterLINK 2023 Budget presented for board Information
 - d) BIM: Sue Ellen said she has been reappointed by the municipality as BIM’s library liaison. She will report on municipal activities, particularly as related to the library.
- 9) Next meeting date scheduled for February 16, 2023
- a) Don asked members to give some thought to which board committees they would like to contribute to. Tina will distribute information about committee mandates. Board members are asked to let Tina know their preference. Committee assignments will be on the agenda for February’s board meeting.
- 10) Adjournment: 8:40