

**Bowen Island Public Library
Board of Trustees Meeting — March 16, 2023
Hybrid Meeting — Library Annex and via Zoom video conferencing
Minutes**

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

Regrets: Don Heth (Chair)

1. Call to Order: 7:20pm
2. Approval of Agenda: Carried
3. Approval of meeting minutes from February 16, 2023, as amended: Carried
4. Chair’s Report (verbal): Acting Chair Jeb Gutelius reported on his meeting with Arts Council board rep regarding naming of the pavilion. Recommendation to form a subcommittee with Bowen Island Arts Council for the pavilion naming process. Two library board members and two Arts council board members. Jeb Gutelius and Sujata Connors agreed to sit on this committee as library representative.
Discussion ensued on the role of the Joint Operating Committee (JOC) of the Library and the Arts Council. Jeb nominated Don Heth to take the library board role on the JOC.
5. Business arising from the minutes (updated table below)

Tasks from previous meeting minutes

What	Who	When
Present library draft budget to BIM council Board members encouraged to attend if convenient	Don & Tina	DONE
Role of Treasurer and Finance committee Chair be reviewed.	Finance comm	March 16 board meeting
Review TOR of Fundraising and Communications comms	P&P Committee	March 16 board meeting

6. New Business
 - a. Committee Reviews — Report from Policy and Planning.
Len and Beatrice were selected as co-chairs of the P&P Committee
P&P reviewed the mandates of the Communications and Fundraising ad hoc committees. It was decided the tasks of these two committees could be effectively handled by the existing standing committees. The P&P committee recommends the Fundraising and Communications ad hoc committees be disbanded. When needed, the library board can organize a special, or ad hoc, committee, or task force, for a specific purpose and for limited duration.
MOTION: That the board disband the Fundraising ad hoc committee and the Communications ad hoc committee. Carried

- b. Treasurer Position
Report from the Finance Committee with recommendations. Jeb spoke for the Finance Committee:

MOTION: That the board eliminate the position of Treasurer to be replaced by the Chair of the Finance Committee. Carried

7. Reports

- a. Finance - Monthly Financials compared to draft budget 2023: Tina reported it was too early in the financial year to draw conclusions.
- b. Librarian — Tina reported:
Don and Tina presented Budget 2023 to BIM Council on Feb 27. Council agreed to consider the Library's Budget 2023 in the BIM 5-year Financial Plan.
The part-time position for Library Supervisor remains vacant. Change is being considered to a change in the posting. Susan Geist and Chief Librarian are covering weekend supervision.
Upcoming and ongoing programs: Discovering Kwilákm website launch, Storytime, Gather for Games with SKY, Career Advisor.
Provincial Budget includes increased one-time funding for public libraries.
- c. Provincial Library Grant Report (on table): Tina reviewed the report.
MOTION: To approve the Provincial Library Grant Report as presented. Carried
- d. InterLINK (Verbal- Anita Schuller): Anita reviewed the discussion at their recent meeting
- e. BIM (Verbal – Sue Ellen Fast): Sue Ellen advised that the municipal budget was tight.

8. Next meeting date scheduled for April 20, 2023

9. Adjournment