

Bowen Island Public Library Board of Trustees Meeting - Agenda
April 20, 2023
Hybrid Meeting: Library Annex & Zoom

Attendance: Anji Redish (in person), Sujata Connors (in person), Anita Schuller (arrived 7:13pm in person), Bea Anderson (arrived 7:13pm in person), Don Heth (Zoom), Peter Matthews (Zoom), Rachelle Smalldon (Zoom), Jen Madden (Zoom), Kellee Ngan (Zoom), Sue Ellen Fast (Zoom), Christina Gray (Zoom)

Regrets: Jeb Gutelius, Len Gilday

1. Call to Order: 7:06 pm
2. Land acknowledgment
3. Approval of Agenda as amended – Addition of Item 7.c. : CARRIED
4. Approval of meeting minutes from March 16, 2023: CARRIED
5. Chair’s Report (verbal) – Don reviewed the good news about progress of our municipal budget, the receipt of a provincial enhancement grant, and a healthy library surplus. Don encouraged the Board to think about how we might use the enhancement grant, and to start thinking about our next strategic plan. Don expressed gratitude to Jeb for Chairing the April meeting in his absence.
6. Business arising from the minutes (updated table below)

Tasks from previous meeting minutes

What	Who	When
Jeb to contact Bowen Island Arts Council board regarding pavilion/naming process, and set up a sub-committee with the Arts Council. 2 board members from each organization	Jeb Gutelius	Meeting planned for April 27
Joint Operating Committee of the Library and the Arts Council to schedule meeting and Operating Agreement review schedule. To confirm Don Heth’s agreement to be the Library Board representative on this committee	Tina and Don	Don confirmed. Meeting not yet scheduled.

7. New Business
 - a. Provincial Library Enhancement Grant – Tina reviewed the history of the Library Partners advocacy work that has led to this grant. The Library Partners have been asking for a permanent increase to provincial funding to make up for the lack of increases since 2010. Brief discussion about the funds and possible uses. To be further discussed in future.
 - b. SCCC pavilion/stage naming – Sujata Connors reported that a meeting of the task group is scheduled for April 27.
 - c. Meeting format. Discussion of Zoom only, scheduled in person or hybrid meetings. Should we consider Zoom only meeting if a significant number are unable to attend in person.

Decision to continue with hybrid meetings. Should the number of Zoom participants far exceed the in person, Chief Librarian will confer with the Board Chair as to whether we should hold a Zoom only meeting. Otherwise, we will continue with hybrid meetings.

8. Reports

- a. Finance - The Finance Committee met and determined that Don Heth will continue as Chair through May to complete the 2023 budget process, and then Angela Redish will take over as Finance Chair. Monthly Financial compared to draft budget 2023 was reviewed.
- b. Librarian – Tina reported on activities in the library during the past month, including budget and finance and HR. The position of Library Supervisor, weekends has been filled by internal incumbent Leo Pedersen. Canada Summer Jobs grant approved for less than requested. 8 weeks approved, but we will likely fund an additional 2 weeks using Friends of the Library funding. The Friends of the Library are losing their book sorting space as of June 31. They will put on this year's BookFest on the May long weekend, but will then need to find alternative options. They are exploring alternate locations. Tina also reviewed the Strategic Plan update. Sujata recommended a training option for staff on Trauma and Violence Informed Training – online and free. Tina will work with staff on this.
- c. InterLINK – Neither Anita nor Peter was able to attend. Anita reviewed the minutes and summary notes from InterLINK.
- d. BIM (Verbal - Sue Ellen Fast) BIM Council has adopted a new strategic plan, which is high level and available on the BIM website. No questions about library budget at this point. Big budget year as much as 9.5% this year. Flagging e-bike lock up needs, especially as MUP develops.

9. Next meeting date scheduled for May 18, 2023

10. Adjournment 8:33pm