

Bowen Island Public Library Board of Trustees Meeting
April 18, 2024
In person meeting - Minutes

Attendance: Bea Anderson, Deanna Brummitt, Sujata Connors, Sue Ellen Fast, Jeb Gutelius (Vice Chair), Don Heth (Chair), Jennifer Madden, Peter Matthews, Kellee Ngan, Angela Redish (Finance Chair), Anita Schuller, Gurinder Singh Mann
 Regrets: Len Gilday

1. Call to Order 7:39pm
2. Land acknowledgment
3. Approval of Agenda – APPROVED
4. Approval of meeting minutes from March 21, 2024 – (distributed electronically) – APPROVED
5. Chair’s Report – Don spoke about the volunteer celebration event of Sunday April 14. Great support from a broad community base. Don thanked Chief Librarian and staff for the event.
6. Business arising from the March minutes - updated table below

What	Who	When
Review draft 5 of P&P Committee’s Personnel Policy	Personnel Committee	DONE
Volunteer celebration	All	DONE

7. New Business - NONE
8. Reports
 - a. Finance Chair – Anji Redish
 - i. Monthly Financial report – Anji noted details of how the monthly report is presented and formatted. Salaries underspent but retroactive COLA is expected before next month’s report. Questions about Cash short/over and Building Maintenance and Cleaning were answered.
 - b. Policy & Planning and Personnel Committee - Bea Anderson and Sujata Connors gave updates on the Personnel Policy. Bea reported on the progress of the revised Personnel Policy. P&P has done quite a bit of work. Personnel committee has also now reviewed the policy. The two committees will have a joint meeting to confirm or discuss revisions and suggestions before the May meeting.
 - c. Chief Librarian – Report received. Additional report on recent sewer issues with

library washrooms. Consideration of installing hand dryers rather than paper towels. Concern about numbers of people using the washrooms, and whether the infrastructure is sufficient for the public use.

d. InterLINK Board Report – No report

e. BIM - Councillor Fast reported that BIM is focussing on BC Ferries to provide terminal upgrades to perhaps provide public washrooms. Completed strategic plan for BIM. Policy reviews are also underway at BIM. Community Centre opening date is expected to be this summer. Thoughts about privacy and online resources provided at libraries.

9. Next meeting date scheduled for May 16 at 7pm

10. Adjournment – APPROVED - 8:30pm

Board of Trustees 2024 Meeting Schedule

Date	Time	Place
January 18, 2024	7 pm	Zoom
February 15, 2024	7 pm	Hybrid
March 21, 2024	7 pm	Zoom
April 18, 2024	7 pm	In Person
May 16, 2024	7 pm	Hybrid
June 20, 2024 + Foundation AGM	7 pm	Hybrid
July 18, 2023	7pm	Hybrid
August	NO MEETING	
September 19, 2024	7 pm	Hybrid
October 17, 2024	7 pm	Hybrid
November 21, 2024	7 pm	Hybrid
December	NO MEETING	