

Pender Island Public Library Association

Board of Trustees Meeting Minutes

February 23, 2022, 9:30 am

Mission: Provide access to a range of library resources to support the diverse needs of our community.

Vision: Be a dynamic and welcoming centre where all can learn, discover, explore and connect.

Guiding Principles: Respect, Responsive to change, Collaboration, Service.

In attendance (Trustees except where noted): Laura Vilness, Lori Ragan, Dianne Wilson, Joanne Peacock, Ralph Dawson (by Zoom, departed at 10 am), Kathy MacLachlan (by Zoom), Carmen Oleskevich (Library Director), Colette Clarke (minute-taker).

Absent: Judy Pullen

1. Call to order at 9:32 am.

“We acknowledge we meet on the traditional lands of the Wsáneć peoples.”

2. **Approval of agenda**

**Motion** to approve agenda by Joanne P., seconded by Ralph D., carried.

3. **Consent Agenda**

3.1 Board meeting Minutes from Jan. 26, 2022

3.2 Library Director’s report

**Motion** to accept items from consent agenda by Lori R., seconded by Dianne W., carried.

4. **Committee Reports**

4.1 Board Development – A new potential trustee has been recruited.

**Motion** to approve the slate of nominated Trustee candidates for the AGM by Lori R., seconded by Joanne P., carried.

4.2 Health & Safety – Facility inspection completed Feb. 2, 2022 with minor issues only. **Action:** Carmen & Ralph to complete inspection action items. Discussion on details of outdoor lighting and crawl space; Ralph D. gathering information on possible insulation of crawlspace, pursuing estimates and options.

4.3 Finance – nil

4.4 Policy – nil

4.5 Volunteers Management – With Library opening on Thursdays starting in March, discussion on effect on current volunteer scheduling. Plans for extending staff hours, or involving volunteers on Thursdays, are underway. **Action:** Lori, Joanne and Carmen will meet in March to reassess volunteer opportunities.

5. **Other business**

5.1 AGM – Reviewed draft agenda, procedures, slate of Trustee renewals and appointments. **Action:** Carmen to email current library volunteers with reminder of AGM, to help with achieving quorum.

5.2 PIRAHA – holding AGM on March 7, 2022.

5.3 Garden project– Presentation (Zoom) by landscape designer Andrew Von Egmond, Saturna Island; schematic plans for outdoor areas were discussed, detailing the vision, design, fit with Gulf Islands aesthetic, and emphasis on safe pathways, seating areas, and plantings. Positive feedback from Trustees and staff -- schematic plans accepted.

5.4 Bylaw updates – Ralph. D made 2 motions by email on Feb. 18, 2022, to be submitted to the PIPLA membership for vote at the upcoming AGM; **Bylaw Motion #1:** In PIPLA Bylaws, in the General Meetings section, replace the first sentence in the Quorum paragraph with, "A General Meeting may not take place unless 10 members that meet the requirements of the Library Act are present." **Bylaw Motion #2:** In PIPLA Bylaws, in the General Meetings section, replace the Annual General Meetings paragraph with, "Will be held by March 15th at a time and place determined by the Board." ; seconded by Kathy M., carried. **Action:** Laura V. will present these proposed Bylaw motions at the AGM.

6. **Items for upcoming agendas** – AGM and Board meeting in March 2022, set meeting dates for 2022, set Board Committee memberships.
7. **Board reflections** – Laura V. thanked all Trustees for their work during 2021.
8. **Next scheduled board meetings:**
  - AGM March 7, 2022 at 10:00 am by Zoom
  - Monthly board meeting March 23, 2022 at 9:30 am.
9. Adjournment at 10:40 am