

Pender Island Public Library Association

Board of Trustees Meeting

April 27th, 2022

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: Lori Ragan (Acting Chair), Dianne Wilson, Ralph Dawson, Bettyanne Neufeld, Carmen Oleskevich (Library Director), Colette Clarke (minute taker)

Absent: Laura Vilness, Joanne Peacock

1. Call to order at 9:30 am

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

2. Approval of agenda

Motion to accept agenda with the addition of Volunteer management committee report by Ralph D., seconded by Dianne W. **Carried.**

3. Consent agenda

3.1 Past Minutes March 23, 2022.

3.2 Library Director's report

Motion to accept consent agenda items by Dianne W., seconded by Bettyanne N. **Carried.**

4. Committee Reports

4.1 Board development – New Trustees to sign Trustee commitment forms; suggestion to update the Trustee commitment forms each year as needed.

4.2 Health and Safety – nil

4.3 Finance – First quarter financial statement presented; discussion on incorporating capital expenses into future statements (i.e. Garden Project). **Motion** to accept the First Quarter financial statement as presented, by Bettyanne N., seconded by Ralph D. **Carried.**

New draft operational policy "8.0 Purchasing and Credit Card Use" for procurement and credit card usage presented; reviewed and positive feedback given. **Action:** Draft Policy given to the Policy committee for final review, to be presented at next Board meeting.

4.4 Policy – nil

4.5 Volunteers Management – discussion on filling volunteer requests; offers to be made to volunteers to be matched with the many volunteering opportunities available (5 book selection teams, adult & youth programming teams, Garden Project, as Board Trustees, etc.)

5. Other Business

5.1 PIRAHA – Dianne reported that PIRAHA will be holding fundraisers; AGM is June 16th 2022.

Action: Dianne to present PIPL's Garden Project outline to PIRAHA at their next meeting.

5.2 Garden Project – Meeting with landscape designer Andrew on April 26th to start phase II; **Action:** Carmen and Colette to work on a long-term display in the library for patrons and visitors to be kept up to date with progress and plans.

6. Upcoming agenda items

Review and adoption of Purchasing and Credit Card Use Policy; Discussion on updating Board committees (Board Development and Volunteers Management Committee possible merger); SGI Library Commission meeting report; CRD-SGILC library services agreement update; review of Strategic Plan.

7. Board reflections – Positivity and excitement for the Garden Project starting up.

8. Next meeting will be May 25th 2022 @ 9:30 am at the Library.

9. Adjournment at 10:44 am