

Pender Island Public Library Association

Board of Trustees Meeting

May 25, 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, Dianne Wilson, Ralph Dawson, Joanne Peacock, Carmen Oleskevich (Library Director), Colette Clarke (minute taker)

Absent: Lori Ragan, Bettyanne Neufeld

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 approve the agenda by Dianne W., seconded by Joanne P., carried.

3. Consent agenda items

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

4. Committee reports

4.1 Board Development: Discussion of current tasks; suggestion to gather various Committee documents and create a "Board Development Manual". **Action:** Committee to meet and start working on new manual.

4.2 Finance: 2<sup>nd</sup> draft of a new purchasing policy was reviewed; **Motion** to accept the PIPL Purchasing and Credit Card Use Policy as a new operational policy by Ralph D., seconded by Joanne P., carried.

4.3 Volunteers Management: Discussion as to whether this committee was still required, as some of the work it involves has been designated to other committees or into operational tasks. Proposal to dissolve this committee and have tasks transferred primarily to Library Director's responsibilities. **Action:** Develop a plan to dissolve the Volunteer Management Committee for the June 2022 meeting; motions required; updates of policy manuals needed.

5. Other Business

5.1 Strategic Plan (2019-2023) update: Board went over the Strategic Plan; goals that are completed, in progress or on track, and timelines. For Community Outreach goals, Library is going to try to do outreach via the summer market, and/or participating in other events (i.e. parades). **Action:** We need to have Team to decide the exterior paint colours of the Library by Fall 2022 (paint can be ordered); determine Team members.

5.2 SGILC Commission Meeting update: Laura reviewed the recent meeting on May 4<sup>th</sup> 2022; dynamic and positive discussions took place; consideration of the CRD funding allocation between the 5 libraries; an ad hoc committee to be formed to address this issue.

- 5.3 CRD-SGILC Library Services Agreement (2022-2026) update: the SGILC consented to accept the draft agreement and it has been submitted to the CRD for approval.
- 5.4 PIRAHA: PIRAHA Board was informed re: Library Garden Project and is very supportive about the project: upgrades to the drainage behind the library building will be taking place soon; PIRAHA AGM June 16, 2022.
- 5.5 Garden Project: Project display in-library is up; reaching out to local contractors to get estimates and quotes on site preparation; suggestion to connect with PI Conservancy re: native plants that could be planted.
6. Items for upcoming agendas: Volunteer Management Committee dissolution; Library's exterior paint colour Team; Board Chair Communique; provincial funding
7. Board reflections: Board is reflecting positivity and enthusiasm for summer
8. Upcoming meeting: June 22, 2022
9. Adjournment at 11:07 am