

Pender Island Public Library Association

Board of Trustees Meeting Minutes

August 24, 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.

Trustees in attendance: Joanne Peacock, Lori Ragan, Laura Vilness, Dianne Wilson, Carmen Oleskevich (Library Director), Colette Clarke (minute taker)

Absent: Ralph Dawson

1. Call to order at 9:38 am
"We acknowledge that we meet on the traditional lands of the WSÁNEĆ peoples."
2. Approval of agenda
Motion to approve the agenda by Lori R., seconded by Dianne W., carried.
3. Consent Agenda items
 - 3.1 Past-Minutes June 22nd 2022
 - 3.2 Library Director' report
Motion to approve consent agenda items by Joanne P., seconded by Lori R., carried.
4. Committee Reports
 - 4.1 Board development
 - Discussion on upcoming Board development training session options for Fall with focus on Truth & Reconciliation
 - Review of Trustee recruitment: include outline of Board commitment, introduction of Board structure and operations, and interview questions for prospective candidates; develop orientation plan; check BC Library Trustees Assoc. for resources; will start new advertising campaign in Fall 2022.
 - 4.2 Health & Safety
 - Heat pump heating/cooling servicing took place
 - 4.3 Finance
 - 2nd quarter financial report presented. **Motion** to have received the 2nd quarter financial report as presented, by Dianne W., seconded by Lori R., carried.
 - 4.4 Policy
 - Carmen presented new PIPL Human Resource Manual for Employees draft; purpose to facilitate employee agreements and to provide a resource guide; positive feedback from the Board; suggestion to add section on Parental leave; **Action:** Carmen to update draft for Sept. Board meeting.
5. Other Business
 - 5.1 SGILC Ad-hoc funding committee
 - Upcoming meeting Aug. 30 to review CRD funding reallocation options for Saturna Library shortfall due to operating costs (i.e. rent and utilities); looking for a sustainable solution.

Discussion on recent CRD response supporting PIPL supervision of SGILC funded staff;

Action: Carmen to send CRD comments to Trustees and to SGILC Commissioners.

5.2 BC Libraries Branch grants

- COVID Relief & Recovery Grant will be used primarily for SGILC IT Tech support, educational displays on emergency preparedness, and to research grant options for Mayne Library heat pump; Annual library grants received with no increase from past 10 years; Assoc. of BC Library Directors implementing new strategic advocacy initiative with library partners (BCLTA, BCLA) to lobby for restoration of provincial funding levels for public libraries; SGILC will contribute funds to initiative.

5.3 PIRAHA

- New Chairperson George Fowlie; Hall will be open during major power outages, acting as a warming centre, place for people to charge devices, etc.

5.4 Garden project

- Phase 2: Construction to start Fall 2022; contractors to do site prep in Sept. 2022; **Action:** Plan a work party to have plants dug up prior to site prep.

5.5 Painting Project: Lori discussed the committee's meeting and background to goals, themes, colour choices, etc. A colour palette has been chosen. **Action:** Carmen to discuss with painting contractor for work starting in Spring 2023.

6. Items for upcoming agenda

- Board Development session information; HR Manual updated draft; Ad Hoc Committee re: Saturna funding; Garden project update

7. Board reflections

- Good feedback, excitement for painting and garden project

8. Next meeting September 28th 2022

9. Adjournment at 11:12 am