

Pender Island Public Library Association
Board of Trustees Meeting Minutes October 26, 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: Joanne Peacock, Lori Ragan, Laura Vilness, Ralph Dawson, Cee Cartwright-Owers, Carmen Oleskevich (Library Director), Colette Clarke (minute taker)

Absent: Dianne Wilson

1. Call to order at 9:30 am
“We acknowledge that we meet on the traditional lands of the Wsáneć peoples.”
2. Approval of Agenda
Motion to approve the Agenda by Joanne P., seconded by Lori R., carried.
3. Board Introductions
Welcome to Cee Cartwright-Owers as a new Trustee filling a vacancy on the PIPL Board; brief introductions of Board members were made.
4. Consent Agenda items
 - 4.1 Past Minutes September 28, 2022
 - 4.2 Library Director’s report**Motion** to approve consent agenda items by Ralph D., seconded by Lori R., carried.
5. Committee Reports
 - 5.1 Board development
 - i. Board Trustee orientation took place for Cee C.-O. by Laura V. and Carmen O. (Oct. 11, 2022) reviewing strategic plan, governance and operations polices, declarations, etc.
 - ii. Committee membership – Cee C.O. joined the Health and Safety committee.
 - iii. Board training – planned for Dec. 7 meeting on TRC with guest Stuart Mackinnon (zoom). Agenda to include T&R topics, discussion of assigned reading “Calls to Action Booklet”, updating land acknowledgement and policy; lunch to be planned. **Action:** Committee members to send out details by end-Nov.
 - iv. Staff/Volunteer appreciation 2022: **Action:** staff will prepare seasonal cards/gift cards for mail out in Dec. 2022.
 - 5.2 Health & Safety – Earthquake preparedness drill completed with staff (Shake Out BC, Oct. 20).
 - 5.3 Finance – 3rd Quarter financial report deferred to Nov. 2022 Board meeting, due to staff illness;
 - 5.4 Policy - Governance policy update
Motion to insert the following statement into PIPL Governance Policy 3.5.2 as a Board Development Committee responsibility: The committee shall facilitate the filling of a vacant board trustee position (mid-term) as per section 36(6), Library act (1996), whereby “a vacancy arising during the term of office of an elected member is to be filled, for the remainder of the term, by an appointment made by the library board at the first meeting after the vacancy arises or as soon afterward as is convenient, by Ralph D., seconded by Lori R., carried.

6. Other Business
 - 6.1 SGILC Commission meeting: held Oct. 18 at Galiano library; discussions on distribution of CRD funding, shared IT Support, #meetings/year; highlighted the idea of the individual boards making decisions in a more team minded manner; collective approach.
 - 6.2 BCLTA: AGM held Oct. 25 attended by Laura V. and Carmen O. (zoom); guest speakers Min. Nathan Cullen, Ry Moran (UVic Librarian for T&R); monthly email Bulletin good source of info.
 - 6.3 PIRAHA: strategic planning underway, open for feedback.
 - 6.4 Garden and painting project – awaiting site preparation phase; display of painting scheme to Trustees
7. Items for upcoming agenda – update on webinar “Dealing with difficult board members”, 3rd quarter financial report, BCLTA retreat report, updated on board training day, review strategic plan.
8. Board reflections
9. Next meeting November 23rd 2022 @ 9:30 am.; AGM date set for March 8, 2023
10. Adjournment at 11:08 am