

Pender Island Public Library Association

Board of Trustees Meeting by Zoom

February 22, 2023

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 (Chairperson), Joanne Peacock, Lori Ragan (Vice-Chair), Ralph Dawson, Cee Cartwright-Owers, Dianne Wilson, Carmen Oleskevich (Library Director), Colette Clarke (minute taker)

Call to order at 10:02 am by Chairperson Laura Vilness.

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

1. Approval of Agenda as amended. **Motion** to approve the agenda by C. Cartwright-Owers, seconded by J. Peacock, carried.
2. Consent Agenda items
  - 2.1 Past-Minutes January 25, 2023
  - 2.2 Library directors report – correction to date of SGILC meeting (Feb 23<sup>rd</sup>)  
**Motion** to approve consent agenda items by L. Ragan, seconded by J. Peacock, carried.
3. Committee Reports
  1. Board Development – Committee met in February re: succession planning and Trustee recruitment. Updated Board Trustees terms. L. Vilness to attend upcoming webinar on succession planning. Work is progressing on Board Development Committee manual. **Action:** Committee to meet and completed draft of Board Development Committee manual.
  2. Health and Safety – Annual inspection of facility took place Feb. 1, 2023. Several small issues identified and action to rectify has begun. Proposed first aid training for staff and Trustees researched by C. Cartwright-Owers, may combining training with other local groups (on island).
  3. Finance – Finance Committee reviewed and completed 4<sup>th</sup> quarter financial statements.  
**Motion** to approve the PIPL 4<sup>th</sup> quarter 2022 financial statements by R. Dawson, seconded by D. Wilson, carried. Year-end financial documents have been sent to the accountant. Discussion on improving timely financial reporting in 2023.
4. Other Business
  - 4.1 AGM – set for March 8<sup>th</sup>, 2023 at 9:30 am, in-person and via zoom. Zoom registration is open, online AGM package will be posted. Quorum needed at AGM is 10 members, staff are included as members but refrain from voting on motions that result in a conflict of interest.
  - 4.2 SGILC – upcoming meeting Feb 23<sup>rd</sup>, 2023. Agenda items included the continuation of researching sustainable and equitable funding for SGI libraries, developing a new strategic plan, and Library Board meeting minutes posted on library website.
  - 4.3 BCLTA – New minister of Municipal affairs met with BCLTA members.
  - 4.4 PIRAHA – Next Board meeting Feb 28<sup>th</sup>, 2023; strategic plan ongoing; after discussion with PIRAHA Chair re: funding for library building painting, C. Oleskevich has submitted a formal

request for funding from PIRAHA reserves held for maintenance of library building. **Action:** C. Oleskevich to attend next PIRAHA Board meeting to discuss request for funding.

- 4.5 Garden and Painting Projects – Garden Project next phase soil delivery in March, followed by seed planting; R. Dawson is building new drainage boxes; revising the finishing of pedestrian pathways and stairs. Painting Project team to obtain professional consulting advice on colour selection, and upcoming meeting with painter in early-March 2023.
- 4.6 Truth and Reconciliation – Following up from Board training session in Dec. 2022, discussion on action items: create Board statement and integrate into PIPL guiding principles, create policies around T & R, and add T&R component to future strategic plans. **Action:** Policy Committee to draft relevant policy with examples from other libraries.
5. Items for upcoming agenda: Election of Chairperson and Vice-Chairperson for 2023, Policy Cmt. report, Strategic Plan 2019-2023 review, Board Development Cmt. report
6. Board reflections – Sense of pride in Board work, enjoy the professionalism and collegial approach, thanks given, enjoy the calm reflective meetings, appreciation for Zoom component, happy to be part of a productive and positive board. Board wants Library Director to know they are here to support her.
7. Next meeting – March 8<sup>th</sup> 2023 (AGM) at 9:30 am, March 22<sup>nd</sup> 2023 (Regular Meeting).
8. Adjournment at 11:21 am