

Pender Island Public Library Association  
Board of Trustees Meeting Minutes, April 24, 2024

**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): Cee Cartwright-Owers (Vice-Chair), Ann Coombs, Ene Haabniit, Sarah Stacy, Joanne Peacock, Colette Clarke (minute taker).

Absent: Laura Vilness (Chairperson), Carmen Oleskevich (Library Director).

1. Call to order at 2:02 pm

*"We acknowledge that we are located on the ancestral and unceded territories of the Coast Salish people, including SENĆOŦEN speaking WSÁNEĆ First Nations and the Hul'quimi'num Treaty Group."*

2. Approval of Agenda

**Motion** to approve the agenda as amended by A. Coombs, seconded by J. Peacock, carried.

3. Consent Agenda

3.1 Past-Minutes, March 27, 2024

3.2 Library Director's report Apr. 2024

**Motion** to approve consent agenda items by E. Haabniit, seconded by J. Peacock, carried.

4. Committee Reports

4.1 Board Development Committee: J. Peacock reported that new trustees have completed an orientation; upcoming training includes sessions by BC Library Trustees Assoc. for new Trustees, several trustees have indicated interest and registered; other upcoming BCLTA training includes "Board as an Employer" session.

4.2 Occupational Health, Safety & Accessibility – C. Cartwright-Owers reported on new WorkSafe BC legal guidelines for changes to first aid requirements (Nov. 2024 deadline). **Action:** Committee to meet to look at new requirements.

4.3 Finance Committee: E. Haabniit presented the 2024 1st Quarter Report. Committee had met to review the format of financial reports. Discussions were held on report formatting, funds managed by PIPL for Southern Gulf Islands Library Commission, and staffing/wages. **Action:** Committee to meet to review inquiries on details of the 2024 Q1 report.

**Motion** to receive the 2024 1st Quarter financial report as presented by E. Haabniit, seconded by J. Peacock, carried.

4.4 Policy Committee: Director & Officers Insurance – S. Stacy gave an overview of the option of Directors and Officers Insurance; have received quotes from insurance broker; legal advice received about coverage and recommendations. **Action:** Trustees to receive copy of legal advice, and more research needed to answer many questions.

5. Other Business

5.1 Summary of BC Privacy Legislation for Public Libraries (deferred to next meeting)

5.2 Southern Gulf Islands Library Commission: C. Cartwright-Owers and J. Peacock reported on recent Apr. 4, 2024, meeting; discussion was on FOIPPA and privacy implications for libraries with slideshow presented by C. Oleskevich. Next SGILC meeting is in July 2024.

5.3 Chamber of Commerce AGM: attended by C. Cartwright-Owers and E. Haabniit; well-attended event, with people from groups and businesses on Pender Island; great for networking and for connecting with community members.

6. Items for upcoming agenda: Financial committee follow up on 1st Quarter financial report, D&O Insurance research, Legacy funding and future fundraising ideas.

7. Board reflections: Feeling content and productive.

8. Adjournment @ 3:20 pm

Next meeting date: Wed. May 22, 2024 @ 2:30 pm at the Pender Island Library and by Zoom

**\*\*Note meeting time change to accommodate Library event: William Deverell author reading\*\* (1:00-2:00 pm).**