

Pender Island Public Library Association  
Board of Trustees Meeting Minutes  
4407 Bedwell Harbour Road, Pender Island BC  
May 22, 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 unless noted): Laura Vilness, Cee Cartwright-Owers, Sarah Stacy, Ene Haabniit, Ann Coombs, Carmen Oleskevich (Library Director), Colette Clarke (minute taker).

Absent: Joanne Peacock

1. Call to order at 2:30 pm

“We acknowledge that we are meeting on the ancestral and unceded territories of the Coast Salish people, including SENĆOŦEN speaking W̱SÁNEĆ First Nations and the Hul’quimi’num Treaty Group.”

2. Approval of agenda

**Motion** to approve amended agenda by A. Coombs, **seconded by** S. Stacy, carried.

3. Consent Agenda

3.1 Past minutes, April 24, 2024

3.2 Library Director’s report

**Motion** to approve consent agenda items, with amendment to past minutes April 24, 2024, to add action items under Finance Committee, by E. Haabniit, **seconded by** C. Cartwright-Owers, carried.

4. Committee Reports

4.1 Policy Committee: Discussion on Directors and Officers insurance, re-value and necessity, feedback gathered from local non-profit societies. Action item: Committee to review liability information outlined in the BC Library Act, research potential scenarios which insurance is needed, query similar libraries re-coverage, and report at June 2024 Board meeting.

5. Other Business

5.1 Summary of BC Privacy Legislation for Public Libraries: C. Oleskevich gave slide presentation on updated privacy legislation; review of developing a Privacy Management Program (PMP); discussion on Southern Gulf Islands reading centers that fall under PIPL administrative lead might comply with legislation. **Action item:** Presentation to be emailed to Trustees.

5.2 IslandLink Library Federation: upcoming AGM to be held at PIPL, June 2-3, 2024; visiting library members include GVPL, SSIPL, PRPL, and ABPL; opportunity to showcase our library and services.

5.3 Garden Project: new “butterfly and bee” garden growing well; C. Oleskevich researching (quotes & funding) for installation of handrails by steps along pedestrian pathways; researching outdoor patio seating; portion of grass lawn areas being converted into meadow areas. Action item: Suggestion to add signage to highlight the exterior seating areas and side patio.

5.4 Future fundraising initiatives – moved to a later Board meeting.

5.5 BCLA Conference and Equity Diversity and Inclusion: L. Vilness gave an overview of BCLA conference (April 2024) sessions attended by her and C. Oleskevich; conference allowed for connections with other staff and Trustees; L. Vilness attended meeting of Library Partners (BC Library Assoc., BC Library Trustees, Assoc., and Assoc. of BC Public Library Directors) that highlighted equity, diversity and inclusion audit for Boards and library services.

## 6. Items for upcoming agenda

Financial Cmt.: action items from April 2024 meeting

Board Development Cmt.: training ideas for the Fall 2024

Health and Safety Cmt.: new first aid legislation

Policy Cmt.: update on D&O insurance research

## 7. Board reflections

Trustees enjoyed presentation on FOIPPA / PIPA; professional development seen as a benefit to the Library Director and Trustees; some Trustees planning to watch BCLTA webinar on “Board as an Employer”; Board reflects appreciation for privacy information and Library Director grateful and thankful for support.

## 8. Adjournment at 4:00 pm

Next meeting date: Wednesday June 26, 2024 @ 2:00 p.m.