Minutes
Salt Spring Island Public Library Board of Directors Meeting
9:30 am Tuesday, February 17, 2017 – Library Program Room

Present: David Holt (Chair), Sally Rycroft (Vice-Chair), Wayne McIntyre (CRD Director), Blair Carley, Liesbeth Leatherbarrow, Susan Martin, Karen Hudson (Chief Librarian), Christine Arpita (Recording Secretary)

Absent: Joan Watterson

1. **CALL TO ORDER**
   Meeting called to order at 9:09 am.

2. **POSSIBLE LIBRARY TECHNICIAN POSITION AND 2017 DRAFT BUDGET** – Circulated
   David gave a short history of events leading up to this meeting. Christine answered questions related to the circulated Draft Budget. Since the Endowment was not set up until the second quarter of 2016, a 5% return was not realized.

   - ***Motion***

   Moved by Sally; seconded by Liesbeth:
   That the annual draw rate for the Endowment Fund into Operations as described in the Investment Policy Statement be changed from 5% to "the actual return percentage realized" and that the funds to be drawn reflect the actual return. Carried.

   The Board discussed the need for more paid staffing to fulfil the goals and mandate of the Library, and that at current staffing levels the public may be losing confidence in the Library's ability to function effectively. It is necessary to develop a plan to address this issue. For 2017, Karen proposed, as an alternative to a paid Library Technician position, that Librarian Nikky McCarvill's hours be increased by 2.5 hours a week for two months in the spring and two months in the fall and that this change be reflected in the Draft Budget to be approved February 21, 2017. The Board agreed with this temporary measure for 2017. Wayne suggested the development of a Strategic Asset Management Plan to manage future capital expenses and that he would be available to discuss this further.

3. **ADJOURNMENT – 9:55 a.m.**

   - ***Motion***

   Moved by Liesbeth; seconded by Sally:
   That the Board meeting be adjourned. Carried.