

**Minutes**  
**Salt Spring Island Public Library Board of Directors Meeting**  
**9:30 am Tuesday, June 20, 2017 – Library Program Room**

**Present:** David Holt (Chair), Shelagh Bannister (Treasurer), Judy Nurse, Joan Watterson, Liesbeth Leatherbarrow, Ken Lee, Karen Hudson (Chief Librarian) Nikky McCarvill (Recording Secretary)

**Also Present:** Sam Rowlandson-O'Hara (Summer Student)

**Absent:** Blair Carley (Vice Chair), Wayne McIntyre (CRD Director), Susan Martin

**1. CALL TO ORDER**

Meeting called to order at 9:27 am.

**2. APPROVAL OF AGENDA**

◆ **Motion**

*Moved by Liesbeth; seconded by Joan:*

*That the Agenda be approved as amended. Carried.*

**3. APPROVAL OF MINUTES**

**i. Regular Meeting May 16, 2017**

◆ **Motion**

*Moved by Ken; seconded by Judy:*

*That the May 16, 2017 Board Meeting Minutes be approved as amended. Carried.*

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

*Sam arrived at 9:32*

**5. CORRESPONDENCE**

**i. New Horizons Grant Letter of Support from Salt Spring Literacy**

Sam presented the grant proposal for \$8325 for library outreach services for seniors from the New Horizons for Seniors Program. This would fund visiting library services to care homes. Funding would go towards equipment, project costs, and hiring a temporary coordinator to set up the program.

◆ **Motion**

*Moved by Liesbeth; seconded by Ken:*

*That the New Horizons grant application for visiting library service be approved. Carried.*

*Sam departed at 9:47*

**6. COMMITTEE AND OFFICER REPORTS**

**i. Finance Committee/Treasurer – No Report**

**ii. Executive Committee – Verbal Report**

David reported that the Historical Society has requested space for a desk directly outside of the door to the archives. David will discuss operational concerns around safety and mobility with the Historical Society and the issue will be revisited at the July Board Meeting.

**iii. Building Committee** – Circulated

**iv. Communications Committee** – No Report

Planned Giving Brochures distributed to board members.

**v. Policy Committee** – No Report

**vi. Long Term Planning Committee** – Circulated

**7. CHIEF LIBRARIAN'S REPORT** – Circulated

Karen presented the report. Funding has been confirmed with Young Canada Works for a fourth summer student. A draft budget for 2018 will be ready in July.

**8. C.R.D. DIRECTOR'S REPORT** – No Verbal Report

◆ **Motion**

*Moved by Ken; seconded by Liesbeth:*

*That Wayne McIntyre writes a letter to the Libraries Branch on behalf of the board regarding Salt Spring Island Public Library's designation as an Urban Regional District for the Libraries Branch Operating Grant. Carried.*

**9. ANY OTHER BUSINESS**

**i. Communications Committee**

David nominated Ken to Communications Committee Chair. Ken accepted. Karen will ask Phil Rees and Blair Carley to join this committee. Library volunteers will be emailed for interest.

**10. ITEMS FOR UPCOMING AGENDAS**

**i. 2<sup>nd</sup> Quarter Financials, multi-year financial and Capital Plan**

**ii. Presentation of 2018 Budget**

**iii. Review Board Development Plan**

**iv. Review Strategic Plan**

**v. First Nations Acknowledgement**

**vi. Annual Communication Plan**

**vii. Photo of the Board for Staff Newsletter**

**viii. Archives Hallway Workspace**

**11. NEXT REGULARLY SCHEDULED MEETING** – 9:30 a.m., Tuesday, July 18, 2017.

**12. ADJOURNMENT** – 10:28 a.m.

◆ **Motion**

*Moved by Ken:*

*That the Board meeting be adjourned. Carried.*

**13. IN CAMERA**

There was no In Camera session.