

Minutes
Salt Spring Island Public Library Board of Directors Meeting
9:00 am Tuesday, May 19, 2015 – Library Program Room

Present: John Wakefield (Vice-Chair), Sally Rycroft (Treasurer) , Robert James, Janet Clouston, Joan Watterson, Liesbeth Leatherbarrow, David Holt, Karen Hudson (Chief Librarian), Christine Arpita (Recording Secretary)

Absent: Les Brost (Chair), Wayne McIntyre (CRD Director), Blair Carley

1. CALL TO ORDER

Meeting called to order at 9:00 am.

9:05 a.m. – Janet Clouston arrived.

2. APPROVAL OF AGENDA

♦ **Motion**

Moved by Sally; seconded by Joan:

That the agenda be approved as amended. Carried

3. APPROVAL OF MINUTES – of April 21, 2015

♦ **Motion**

Moved by David; seconded by Liesbeth:

That the April 21, 2015 Board Meeting Minutes be approved as amended. Carried

4. BUSINESS ARISING FROM PREVIOUS MINUTES

i. Board Meeting Times - Circulated

Karen reported that the best time and day for Board meetings is the current schedule, although Janet noted that this is difficult for her.

♦ **Motion**

Moved by Robert; seconded by David:

That the Board Meeting schedule be approved as circulated from May 2015 to March 2016. Carried

ii. Committee Roster - Circulated

♦ **Motion**

Moved by Robert; seconded by Liesbeth:

That the Board Committee Roster be approved. Carried

a. Communication Committee – Board’s role in communications

This is deferred to a future meeting when Blair can participate.

iii. Future public availability of the board package (and archival material)

This is referred to the Communication Committee who will report to the Board at the next meeting.

5. CORRESPONDENCE

- i. Guinevan Bequest
- ii. Transition Salt Spring
- iii. Salt Spring Literacy

The correspondence was received. Outgoing correspondence does not have to be included in the Board package and can be mentioned in the Chief Librarian's report. The Island Savings Credit Union has recently installed an electric vehicle charging station.

6. COMMITTEE AND OFFICER REPORTS

i. Finance Committee/Treasurer – April Financial Update – Circulated

Sally presented the report. BC Hydro is a significant expense and the 2015 Hydro budget could not be accurately estimated as there was no previous consumption history. The Guinevan bequest will fund Library operations. The Library staff will carry out due diligence in regard to moving forward with a relationship with Island Savings Credit Union.

ii. Executive Committee – Circulated

John presented the report.

iii. Building Committee – Verbal report

John, Karen and Duncan met with the SS Historical Association in regard to humidity levels in the Archives vault. The potential risks of using dehumidifiers in the vault will be referred to the Building Committee.

iv. Communications Committee – No report

v. Policy Committee – No report.

vi. Long Term Planning Committee – No report

7. CHIEF LIBRARIAN'S REPORT – Circulated

Karen presented the report. The Murder Mystery fundraiser report will be presented to the Fund Development Subcommittee. Karen will attend the BC Libraries Directors Meeting on May 20. Danielle will attend the BCLA meeting May 20 – 23. Janet will attend the BCLTA meeting. A Tech Needs survey and the analysis for the Wednesday night openings are underway.

8. C.R.D. DIRECTOR'S REPORT – No report

9. ANY OTHER BUSINESS

- i. **Email Communication – Deferred to June meeting**

10. NEXT REGULARLY SCHEDULED MEETING – 9:00 a.m., Tuesday June 16, 2015

11. ADJOURNMENT – 9:49 a.m.

♦ ***Motion***

Moved by David; seconded by Janet:

That the Board meeting be adjourned. Carried