

Salt Spring Island Public Library
Minutes
Board of Trustees Meeting
Tuesday May 16, 9:30 am

Present: Adrian Wright– Board Chair, Anne Zeller – Vice Chair, Garth Hendren, Peter Freeman, Joi Freed-Garrod, Tracy Watkins, Karen Hudson – Library Director, Gary Holman – CRD Director, Christine Arpita – Recording Secretary.

Regrets: Christine Hunt, Richard Swann,

1. Call to order

Adrian called the meeting to order at 9:34 a.m.

Acknowledgement of Indigenous land and Mission Statement

Adrian read the Mission Statement. Adrian acknowledged that the Library is on the unceded territory of the Coast Salish First Nations peoples of Salt Spring and surrounding areas, who continue to use and steward these lands.

Board and staff members introduced themselves. Adrian explained the consent agenda.

2. Approval of Agenda

- *Motion: Moved by Joi, Seconded by Peter*
That the agenda be approved.
Approved

3. Consent Agenda

Approval of March 14 and March 16, 2023 Minutes

Committee Reports

Library Director Reports

Karen spoke to the reports. She will present a monthly goals report which will be included in the consent agenda.

- *Motion: Moved by Joi, Seconded by Anne*
That the items of the consent agenda be approved as amended.
Approved

4. Strategic Goals First Quarter – Circulated

Karen presented the report. She will be focussing on Strategic Priority 3 through the development of an expanded Indigenous Learning Area. Funds will be from Salt Spring Island Foundation, the Berman Foundation, and from the Strategic Initiatives Special Projects fund. Karen will be using Special Project funds from 2023, as well as unused funds from 2022. Adrian gave background information in regard to the source of funding for Special Projects/ Strategic Initiatives and asked for input about the Library plans from Board members. One member asked how Karen could be supported in this work, and she replied that increased staffing is crucial. Karen was thanked for her good work.

5. 2024 Draft Budget Review

Adrian presented the draft budget highlighting projected increased staffing costs which include two part-time information technician positions. An indigenous person will be sought as one of the positions, initially funded by the three-year provincial enhancement grant. Currently an information technician position is being funded by the provincial COVID relief grant. The CRD requisition and its related bylaw was discussed. A letter to the Director of the Libraries Branch will be drafted asking for the provincial opinion in regard to the Library's requisition from the CRD. The Library draft budget takes into account the necessity for funding staffing through increased CRD funding, as well as through the Library's operational surplus. It will be presented to the BOT for approval in June so that it may be presented to the CRD. The LCC and the CRD Director will be involved with the discussion in regard to Library funding from the CRD.

6. Correspondence – Circulated

**CRD Representative to the Board
Municipal Affairs 2023 Grant**

7. Reconciliation Minute

This will become a regular agenda item. Karen spoke to the Library's support of Red Dress Day and the Moose Hide campaign.

8. Library Minute – Library Patio Space

10:45 a.m.

- *Motion: Moved by Garth, Seconded by Anne
That the meeting move to In Camera.
Approved*

11:02 a.m.

- *Motion: Moved by Peter, Seconded by Joi
That the regular BOT meeting resume.
Approved*

11:02 a.m. Anne Zeller departed

9. Board Discussion – Strategic Initiatives Fund 2022/2023

This was discussed during item 4. Strategic Goals First Quarter.

10. CRD Report – Verbal Report

Gary reminded the board that the Library has received significant funding for capital projects via the CRD from Community Works funding – a gas tax transfer from the Federal government. This provided funding for the recent renovation and for the HVAC refit.

11. Other Business

Board Calendar – Circulated

Correction: The June 11 Volunteer Appreciation event at the Salt Spring Sailing Club is 11 am – 1 pm. Board members are asked to attend. The Major Donor event August 20 was also emphasized.

Ad Hoc Art Committee

For the acquisition, storage, policy, and other topics related to art in the Library

12. Upcoming Regularly Scheduled Work and Meetings

- Policy Committee – May 24, 2023 9 a.m.
- Finance Meeting – June 6, 2023, 9 a.m.
- Executive Meeting – June 6, 2023, 10.a.m.
- Board Development Meeting – to be determined
- Volunteer Appreciation Lunch – Salt Spring Island Sailing Club, June 11, 2023, 11 a.m. – 1 p.m.
- BOT June Meeting – to be determined. Wednesday June 21 or Thursday June 22.
- Ad Hoc Art Committee meeting – to be determined – July 2023
- Major Donor Brunch – Library Children’s Area, Sunday August 20, 2023

13. Motion to Adjourn

11:20 a.m.

- *Motion: Moved by Andrea
That the meeting be adjourned.*