

**Salt Spring Island Public Library
Draft Minutes
Board of Trustees Meeting
Tuesday November 21, 9:30 am**

Present: Adrian Wright – Chair, Richard Swann – Treasurer, Gary Holman – CRD Director, Peter Freeman, Garth Hendren, Tracy Watkins, Joi Freed-Garrod, and Karen Hudson – Library Director,

Absent: Anne Zeller – Vice Chair, Andrea Little, and Christine Hunt.

1. Call to order

Adrian called the meeting to order at 9:35 a.m.

Acknowledgement of Indigenous land and Mission Statement

Garth 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.

2. Approval of Agenda

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

3. Approval of October 10, 2023 Minutes

- *Motion: Moved by Joi, Seconded by Garth
That the Minutes of October 10, 2023 be approved.
Approved*

4. Approval of October 17, 2023 Minutes

- *Motion: Moved by Garth, Seconded by Tracy
That the Minutes of October 17, 2023 be approved.
Approved*

5. Consent Agenda

Committee Reports

The committee and Library Operations reports were presented. Tracy discussed the BCLTA Emergency Preparedness webinar and volunteered to draft the library plan based on new provincial legislation, and consulting with CRD staff and SSI Emergency Coordinator John Wakefield.

9:45 am. Indigenous Coordinator Caroline Dick arrived.

Caroline and Karen discussed the progress to date on the Strategic Plan Objective Reconciliation including hiring Indigenous Coordinator, Indigenous Mural Panel completion, New Indigenous Area naming by Elder John Elliot, new weekly Friendship Circle, and upcoming Land Acknowledgement workshop for community. Richard congratulated staff for achieving goals. Going forward, outreach to all 14 Indigenous groups.

Tracy highlighted online Indigenous training courses through IslandLink and recommended that all Board Trustees take these courses. **Action:** Karen will send online Indigenous training courses to Trustees. Richard discussed the progress on creating a Library Foundation for focused donor engagement and fundraising. Next steps are to incorporate society and approve name.

- *Motion: Moved by Richard, Seconded by Garth*
We move the Board appoint Richard Swann, Andrea Little and Alexandra Montgomery as the founding directors of the Salt Spring Island Library Foundation Society. We move that Richard Swann be appointed the Chair of the founding directors of the Salt Spring Island Library Foundation Society.
Approved
- *Motion: Moved by Richard, Seconded by Tracy*
We move that the name of the Society be the Salt Spring Island Library Foundation Society.
Approved
- *Motion: Moved by Peter, Seconded by Joi*
That the Consent Agenda items be approved.
Approved

6. Bylaw Review and Recommendation

At the recommendation of the CRA, the library will put forward a resolution at the AGM to amend the bylaws including the addition of a dissolution clause, which reads as follows

"Dissolution

14. After the organization dissolves and pays all its debts and liabilities, it will distribute or dispose of its remaining property to qualified donees as described in subsection 149.1 (1) of the Income Tax Act. "

- *Motion: Moved by Tracy, Seconded by Richard*
That the library will put forward a resolution at the AGM to amend the bylaws as presented.
Approved

7. Correspondence

BC Government Lease Approval Letter.

8. Other Business

Final draft of CRD Contribution Agreement.

Board Calendar 2024.

Board retreat will be held after 2024 AGM (March 14, 2024).

Staff Appreciation event held.

9. Upcoming Regularly Scheduled Work and Meetings

Executive Committee – Jan 2, 2024, 10 am – ZOOM

Board Development – Jan 8, 2024 – TBC

BOT November Meeting – Jan 16, 2024, 2023 9:30 am

Finance Committee – Feb 6, 2024, 9 am – ZOOM TBC

Executive Committee – Feb 6, 2024, 10 am – ZOOM

Policy Committee – Feb 7, 2024, 9:30 am

10. Motion to Adjourn – 11:21 a.m.

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

11. IN CAMERA – H.R. Record of Decisions

- *Motion: Moved by Tracy, Seconded by Peter
To go in camera.
Approved*
- *Motion: Moved by Joi, Seconded by Peter
To go out of camera and adjourn meeting.
Approved*