

Salt Spring Island Public Library
Minutes
Board of Trustees Meeting
Tuesday June 18, 2024, 9:30 am

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

1. Call to order

Adrian called the meeting to order at 9:40 a.m.

Acknowledgement of Indigenous land and Mission Statement

Tracy acknowledged that we appreciate that we can live and share as guests on the unceded lands of the Hul'qumi'num and SENĆOŦEN speaking peoples.

2. Approval of Agenda

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

3. Approval of May 21, 2024 Minutes

- *Motion: Moved by Tracy, Seconded by Garth
That the Minutes of May 21, 2024 be approved.
Approved*

9:45 am - Joi Freed-Garrod departed

4. Budget Approval

Richard presented the draft budget noting that fines are not included in revenue in 2025 and that Wilding Foundation funding for the FabLab has been secured for the next three years. The Cash Flow was emphasized and he will send an email with the assumptions regarding the reserve funds to Gary who will share the information with the LCC.

- *Motion: Moved by Richard, Seconded by Christine
That the Budget be approved as presented.
Approved*

10 am – Richard Swann departed

5. CRD Report

Gary reported that the LCC is starting the 2025 budget process and that going forward, the LCC shares the responsibility for approving the local budgets for requisitions. The budget is then presented and formally approved by the CRD board. The work on the bike lanes for Ganges Hill is slated to begin in July.

10:10 am – Gary Holman departed

6. Consent Agenda

Committee Reports – Circulated

Executive Committee Report

Board Development Committee

Library Director Report

Karen brought attention to the chart with monthly statistics that will make up part of the Library Director Report going forward.

- *Motion: Moved by Garth, Seconded by Peter
That the Consent Agenda items be approved.
Approved*

7. Library Minute

Karen spoke about the Volunteer Appreciation brunch. It was greatly appreciated and attended by 42 volunteers. Tracy Watkins and Karen Munro were thanked for their part in sponsoring the Library for use of the Salt Spring Sailing Club venue. Fourteen people who have volunteered between 10 – 15 years were recognized and honoured.

8. Correspondence - none

9. Other Business

Accessibility Work Plan – circulated

Karen gave an overview of the plan explaining that internal signage and other simple tasks are slated for 2024, funded by the Municipal Enhancement grant. More complex projects for future years, like the reworking the public washrooms, will be negotiated with the CRD. The Library is already certified accessible by the Rick Hansen Foundation until the end of 2027. In 2028 the Library has the goal to become “gold certified”.

Staff Appreciation Event

Anne gave an overview of the plan for the July 7 event and board members volunteered to provide food. Karen will provide an estimate of staff and family attending.

Judy Nurse Bursary

Murray Nurse and the Nurse family have agreed to provide a bursary to graduating high school students who have been active at the Library. In this first year of the bursary, the Library presented \$500 each to Jo Hughes and Maia Cassie who both made valuable contributions to the Library.

Diversity Committee

Anne suggested that an ad hoc Diversity Committee be struck. Tracy, Peter, and Christine agreed to sit on this committee and will meet and reach out to invite three diverse people from the community who will also sit on the committee. The new committee will present ideas to increase the Library’s reach to diverse community members.

- *Motion: Moved by Anne, Seconded by Tracy
That an ad hoc Diversity Committee be struck.
Approved*

Board Committee Meeting Dates – circulated

Paper copies were circulated and an email copy will also be sent.

10. Upcoming Regularly Scheduled Work and Meetings

- Policy Committee – Wed July 3, 9:30 am
- Executive Committee – Thurs July 4, 3:30 pm
- Staff Appreciation Event – Sunday July 7, 2 – 6 pm
Richard’s lakefront house
106 Bradbury Rd
- BOT Meeting – Tues July 16, 9:30 am
- Pride Parade – Saturday July 27
Meet at Hydro Field – Time to be determined
- Board Development Committee – Mon Sept 2, 4:30 pm
- Finance Committee – Tues Sept 3, 9 am
- Executive Committee – Tues Sept 3, 10 am
- Policy Committee – Wed Sept 4, 9:30 am
- Major Donor Event – Sunday September 15
Children’s area. Time to be determined
- BOT Meeting – Tues Sept 17, 9:30 am
- Strategic Plan Update Session – Saturday November 2
Program Room – 9 am – 3 pm

11. Motion to Adjourn – 10:57 a.m.

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