

Salt Spring Island Public Library
Minutes
Board of Trustees Meeting
Tuesday Sept 17, 2024, 9:30 am

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

Regrets: Christine Hunt, Gary Holman – CRD Director

1. Call to order

Adrian called the meeting to order at 9:31 a.m.

Acknowledgement of Indigenous land and Mission Statement

Richard acknowledged that we live work and play on the unceded lands of the Hul'qumi'num and SENĆOŦEN speaking peoples and that we acknowledge the sacrifice and hardship the Indigenous people endured and that we, the newcomers, benefit from the bounty that this land provides.

Adrian read the Mission Statement:

2. Approval of Agenda

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

3. Approval of July 16, 2024 Minutes

- *Motion: Moved by Garth, Seconded by Joi
That the Minutes of July 16, 2024 be approved.
Approved*

4. Business Arising from Minutes

The section on Intellectual Property in the WorkPlace Policies will be reviewed by the Policy Committee. Richard is about to send Gary Holman an analysis of the depletion of the Operating Reserves.

5. Consent Agenda Items

The statistics presented along with the Library Operations report has stabilized and the drop-in stats for the FabLab was clarified. Going forward the written portion of the report will focus on Strategic Objectives.

- *Motion: Moved by Garth, Seconded by Tracy
That the Consent Agenda be approved as presented.
Approved*

6. CRD Report

No report.

7. Library Minute

Adrian encouraged Board Members to donate to the Annual Campaign.

8. Correspondence - none

9. Other Business

WorkPlace Policies – circulated

The WorkPlace Policies document is an operational document. The Board is governed by governance policy so there was discussion on whether this policy should apply to the Board. Regardless, before it is signed, the section on intellectual property needs editing. The WorkPlace policy will be on an upcoming agenda.

- ❖ Action: Clarification concerning intellectual property was referred to the Policy Committee.

Community Members on Board and Board Committees

In order that Board members can maintain a reasonable balance of work, and in order that there are enough participants in Board Committees, Anne suggested that non-board members be invited to stand on Board Committees. Community members may also become interested in possible future Board positions and may be willing to stand for election.

Climate Change

Anne attended the BCLTA session on Climate Change and highlighted three topics:

- That climate change is a “threat multiplier”, creating more stress to people
- The importance of social networks and partnerships
- The value of a library “audit” which lists both hard structural assets and soft assets such as programs, staff development and policies

Anne will share her information with Julia who is currently working on the Library’s Strategic Objective on Climate Change.

Donor Appreciation Event

Nineteen people attended the event and those who attended enjoyed the event. Two leading funders, Gary Holman from the CRD and the Wilding Foundation were acknowledged. The Salt Spring Library Foundation will lead this event in the future and may want to consider a different model or time.

LCC Budget Meeting

Karen attended the meeting on Thursday Sept 12. After some discussion, it was agreed that the CRD would remove \$10,000 for accessibility projects from the Library’s draft budget that was earmarked for the CRD’s capital portion of the Library requisition. This \$10,000 will be part of an upcoming Gas Tax application for other CRD building related projects and does not affect the Library’s portion of the requisition which remains at 10% over the 2024 amount. Karen noted Gary’s support of the Library and his suggestion that part of the funds available after the loan matures in 2026 could go toward Indigenous Coordination staffing after Municipal Enhancement funds finish up at the end of 2025.

Strategic Plan Review

Karen presented a PowerPoint summarizing work done to date and a draft of the direction to go during the last three years of the six-year strategic plan. She emphasized the following draft goals:

- Strategic Priority 1 – Goal A: Raise the profile of the Library: Consider First Nations redesign of the Library logo and Create Library Communication Plan
- Strategic Priority 2 – Goal A: Increase operational funding to ensure the Library remains responsive to community needs: Create a charitable Foundation and hold Donor Event and Advocate to BC/CRC/LCC to increase Library grant/requisition for 2026 and 2027
- Strategic Priority 3 – Goal A: Increase the accessibility of the building and resources. Goal C: Focus on policies, operations, and programming that support the Calls to Action of Canada’s Truth and Reconciliation Commission Report
- Strategic Priority 4 – Goal A: Play a role in preparing the community for the impacts of climate change
- Strategic Priority 5 – Goal A: Through FabLab programs, offer children and adults opportunities to access and explore possibilities through technology interaction and creation. Goal B: Advance the Library’s capacity to guide the community in emerging technologies through education and entertainment. Goal C: Use appropriate technological hardware and software to run the Library optimally

The Strategic Plan Update session will be Saturday Nov 2 from 9:30 am – 3:30 pm. The morning session will focus on the Vision, Mission, Values, Motto, and Guiding Principle and the afternoon will focus on details, especially in regard to Technology and a Tech Committee.

Set Up: Anne, Adrian

8:45 am Coffee pickup (Peter) and pastries (Tracy)

Clean Up: Joi and Andrea

10. Upcoming Regularly Scheduled Work and Meetings

- Executive Committee – Tuesday Oct 8, 9 am (TBC)
- Policy Committee – Wednesday Oct 9, 9:30 am (TBC)
- Board Development Committee – Monday Oct 7, 4:30 pm
- BOT Meeting – Tuesday Oct 15, 9:30 am
- Finance Committee - Thursday Oct 24, 9 am
- Strategic Plan Update Session – Saturday November 2, 9:30 am – 3:30 pm
Program Room 9:00 am – coffee and pastries available

11. Motion to Adjourn – 11:02 a.m.

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