

Minutes
Squamish Public Library Board
Wednesday, February 21, 2018, 6:30pm

Present: Hilary Bloom, David Gayton, Cass Strong, Corinne Visscher, Grant McRadu, Molly Loudon, Andrea Hoff, Kate Rattray, Karen Elliott, Eileen Walsh

Regrets: Louisa Harrison

Chair: David Gayton

1. Approval of agenda

Motion to approve agenda

Moved: Corinne Second: Molly Outcome: Passed

2. Approval of minutes, January 17, 2018

Moved: Grant Second: Cass Outcome: Passed

- 3. Business arising from the minutes:** Karen spoke to the Mayor and advises that library speak to Tony Rainbow SLRD Area D Director about funding opportunity

Action: Hilary and David will send letter to Tony

4. Treasurer's report

Grant reported everything is in order. Grant talked to auditors last week and reports no problems.

Move to approve Treasurer's Report

Moved: Eileen Second: Kate Outcome: Passed

5. InterLINK report

Eileen reported on InterLINK and will attend (possibly with Cass) to next meeting.

6. Director's report

Hilary delivered report on last month at the library

7. Business arising

a. Board professional development

Kate presented on pro-d for the board. Molly suggested a more practical pro-d session on finance. Hilary encouraged board to ask auditors questions when they are at the meeting next month. Grant offered to send out his PowerPoint presentation he presented to the board in the fall. Kate suggested topics for the board to learn more about:

- i. Library Knowledge:** understanding what staff does at the library

Karen suggested to Hilary to add job titles into the monthly report for the Director's Report.

ii. Youth Perspective and/or other distinct user groups

It was noted that some libraries have a youth representative (non-voting) on the Board.

iii. **Technology:** How are other libraries using tech? Where is library technology going?

iv. **Legacy and Archiving**

Kate suggested revisiting the discussion at a later meeting to decide on the format of Board Development.

Molly brought up Vantage Point (vantagepoint.ca) as a company based in Vancouver

- b. Community Input Survey presentation
Andrea presented on Community Input Survey and answered questions on the survey results and recommendations. A full report will be forthcoming.
 - c. Beverage society collaboration / Books & Beer / Library promotion
Grant updated on Beverage Society collaboration. Karen suggested using the collaboration to get information about the library (especially tech & digital services) to the community through the collaboration.
 - d. 2018 work plan
Hilary updated board on the staff work plan, which was included in their packages for the evening
- 8. New business**
- a. Provincial Library Grant Report
Hilary presented on Grant Report progress. Deadline is March 1. David and Grant asked about accessing these submissions online.

Action: Hilary will email the link to other libraries' reports from past years to the Board.

- b. Strategic planning
Hilary updated board on progress of strategic planning process. Two candidates to facilitate the process are providing proposals to Hilary and she is reviewing their proposals.

Hilary updated board on the possibility that Scott Hargrove (Fraser Valley Regional Library CEO and tech expert) may be able to speak at a workshop for board and staff in June 2018 on the future of libraries and technology, to kick off our first strategic planning session.
- c. OCP presentation
Karen presented update on OCP process: 2nd Draft passed, next step going with draft to public hearing

New focuses in Charter:

- Incorporated a Children's Charter
- Food Policy Charter / Agriculture / Food security
- Connecting the built environment to health
- Connectivity – neighborhood planning, trails

d. Fee schedule

Hilary updated on fee schedule. No changes since last year.

9. In camera

Move to move in camera 8:40 pm

Moved: Eileen Second: Corinne Outcome: Passed

In camera: Six-month Director Assessment discussed

Move to move out of in camera 9:00 pm

Moved: Eileen Second: Corinne Outcome: Passed

10. Adjournment 9:05 pm

Move to adjourn

Moved: Eileen Second: Corinne Outcome: Passed

Dates to remember:

- *2018 Board Meeting Dates:*
 - **March 14** (*earlier in the month than usual*)
 - *April – no meeting; volunteer and staff appreciation event, tentative date: Tues. April 10, 5:30 p.m.*
 - *May 16*
 - *June 20*
 - *July/August – no meetings*
 - *September 19*
 - *October 17*
 - *November 21*
- *Trustee Orientation Program Training: Saturday, May 5 in our library meeting room*
- *BC Library Trustees Association Conference: Saturday, May 12 in Sheraton Vancouver Airport Hotel (Richmond)*