

**MINUTES OF MEETING**  
**Invermere Public Library Board**  
**July 5, 2016**

Present: Helen Kipp Mary Bagan Karl Conway Daneve McAffer Jane Herman  
Nicole Pawlak (Library Director)

Regrets: Justin Atterbury

Minutes recorded by N. Pawlak

**1. CALL TO ORDER**

H. Kipp called the meeting to order at 7:00 PM.

**2. ADDITIONS TO AGENDA/ADOPTION OF THE AGENDA**

**M/S Bagan/Herman to adopt the agenda as circulated.**

**CARRIED**

**3. APPROVAL OF THE MINUTES**

**M/S Conway/Bagan to approve the minutes of the June 7<sup>th</sup>, 2016 meeting as amended.**

**CARRIED**

**4. Correspondence**

No correspondence to report.

**REPORTS**

**5. Library Director's Report (N. Pawlak – Library Director)**

- **Edgewater Book Service:** The new drop box has been delivered and installed in Edgewater. It sits just outside of the Edgewater lending library and allows for patrons to return books 24/7 in Edgewater. Patrons can also request for their books to be brought up to Edgewater to be picked up.
- **Sneak Peek Book Sale:** The Friends held a mini book sale on Saturday, June 11 as a preview for the upcoming BIG Book Sale. They raised over a \$1,000 that morning. The weather was not cooperating that day and so library staff was not able to host the Saturday Story Time outside at the sale as planned. Thanks to the Friends for persevering on such a cold and windy day!
- **School Visits for Fun Days:** Staff attended fun day events at three locations in the valley to promote this year's Summer Reading Club. The events were held at Eileen Madson, Windermere Elementary, and in Edgewater the event was organized by the Edgewater Recreation Society on the last day of school. A time conflict didn't allow for staff to be at the fun day in Canal Flats at Martin Morigeau but the Summer Reading Club craft and promotional material was delivered there and so was also distributed to the students there.

- **Old Fashioned Block Party:** The block party that was held on June 22<sup>nd</sup> was a big hit and very well attended. There were 10 different carnival games for kids to play and everyone's first turn through the game was rewarded with a carnival-style prize. The Small Town Dirtbags provided live entertainment which could be heard as far away as J.A. Laird School. Thank you to the volunteers for working at each of the stations (including Helen, Mary, Pat, Sheryl, Madison, Evan, Meighan, Siobhan, and Leigh). Thanks as well to Ginny and Bob for their efforts in building all of the different games, to Sidney for her talented painting skills on the games, and to Blair and Kelsey for being great carnival attendants.
- **Canada Day Festivities:** The library entered a float into this year's parade following the Summer Reading Club theme of "Book a Trip". The big books were converted into suitcases thanks once again to the outstanding carpentry skills of Ginny and Bob Walker. The library also set up at the Mountain Mosaic Children's Festival and brought a few of the carnival games for the children to play and win a prize as well as balloons which are always a hit.
- **Programming Update:** Pop up story time events are planned for each Friday in July and August and will take place at rotating locations throughout the valley. There will be stories, songs, and crafts just like our regular indoor story time. Locations will include Kinsmen Beach, Pothole Park, and Spider Web park (behind the hospital) in Invermere; Edgewater lending library; and at the park in Canal Flats. Let's hope the weather cooperates on Fridays all summer long!

Summer Reading Club will run each Thursday afternoon in July and August between 1:00 and 4:00 PM. There will also be an Adult Summer Reading Club and a Tween/Teen Summer Reading Club. Adults and teens can track their reading and enter a draw that will be made at the end of the summer, prize(s) TBA!

- **Upcoming events:** BIG Book Sale on July 16<sup>th</sup>; Leif David, Summer Reading Club performer on July 19<sup>th</sup> at 10:00 AM at Columbia Garden Village; the library will have a booth at Valley Appreciation Day on July 23<sup>rd</sup> and at the Agri-Fair on July 24<sup>th</sup>--if any of the trustees would like to spend some time at the booth on either of these days, please talk to Nicole.

## 6. Financial Report

**M/S McAffer/Conway to receive and file financial reports for May 2016**

**CARRIED**

The board requested that staff resume the practice of preparing the monthly summary of the financial statements to provide a better understanding of the financial reports prepared by the DOI.

## 7. Labour/Management Committee

The committee has not met since the last library board meeting.

## 8. Planning and Policy Development Committee

The committee has not met since the last board meeting.

## 9. Community Relations and Development Committee

The committee had nothing to report.

**10. Fundraising Working Group**

Karl attended the FWG meeting in June. The display at this year's farmers' market will be combined with the display from the Westside Legacy Trail. The FWG will only be attending the markets in Invermere. Volunteers are still needed to fill time slots throughout the summer so anyone who has time to volunteer at the display should contact John Rouse. The 50/50 draw will be sponsored by the Friends of the Library this year and proceeds from the draw will go towards the purchase of the library's new circulation desk.

**11. Multi-Use Advisory Committee**

The committee has not met since the last board meeting.

**12. Kootenay Library Federation**

D. McAffer reported that the KLF has announced that Glenda Newstead is the new executive director for the organization. Glenda lives in Sparwood, BC. Her appointment has been made for June 2016-June 2018.

**13. Friends of the Library Report**

H. Kipp circulated her Friends of the Library report via email for the meeting that was held on June 15<sup>th</sup>. See attached.

**OLD BUSINESS**

**14. Fall Social**

The date has been set as Sunday, Oct. 2<sup>nd</sup>, 2016 from 2:00-5:00 PM. The afternoon will be hosted by the Conways at their house on the Toby Benches. Trustees, staff, and Friends of the Library as well as their spouses will be invited to attend.

There will be a separate date planned for the trustees and staff to have a dinner meeting later in the fall to celebrate library successes to date.

**15. Strategic Plan Revisions**

The revised strategic plan document will be circulated via email for the trustees to review. Once everyone has had a chance to review it and make and comments or final suggestions, a motion will be made via email to adopt the revised plan. This will allow for the revisions to be uploaded to the website and shared with the community as soon as possible.

**NEW BUSINESS**

**M/S Herman/McAffer to adjourn to an in-camera session at 8:38 PM.**

**CARRIED**

**In-camera session adjourned at 9:00 PM.**

**Presiding member:**

**Recording secretary:**

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**Library Board Chair**

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**Library Director**