MINUTES OF MEETING
Invermere Public Library Board
Oct. 4, 2016

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

Minutes recorded by N. Pawlak

1. **CALL TO ORDER**
   H. Kipp called the meeting to order at 7:03 PM.

2. **ADDITIONS TO AGENDA/ADOPTION OF THE AGENDA**
   M/S Herman/Atterbury to adopt the agenda as circulated. CARRIED

3. **APPROVAL OF THE MINUTES**

   M/S Atterbury/Bagan to approve the minutes of the Sept. 6th, 2016 meeting as circulated.
   CARRIED

4. **CORRESPONDENCE**
   H. Kipp reviewed highlights from the September BCLTA bulletin and reminded those in attendance about the upcoming free webinar Libraries 2.016 on Thursday, Oct. 6th.

5. **LIBRARY DIRECTOR'S REPORT**
   N. Pawlak provided highlights for the library during the month of September which included:
   - Friends of the Invermere Library Christmas Silent Auction will run from Nov. 19th to Dec. 7th. They are now accepting items for donation to the auction.
   - The library participated in a regional campaign organized by the East Kootenay Success By 6 program. The Project Playtime initiative was held in communities throughout the region to highlight the importance of monitoring the amount of screen time for young children.
   - Saturday story time began again in September with its first day being held at the Home Hardware community fair as a pop-up story time.
   - Library staff organized a very successful drop in board games night on Wed. Sept. 28th in partnership with Main Street Fun and Games. More than 20 people came by the library to play board games. Another night has been planned for Oct. 19th.
   - CBAL's Baby Goose program is hosting another session this fall at the library.
   - The library staff will be holding two Halloween events on Wed., Oct. 26th. Inside will be the annual "Book"-tacular for all ages with spooky library tours, crafts, and stories. Outside will be a new ghost story event for teens and up. They will gather around a campfire and here the telling of tales of local ghosts and other scary tales.

6. **FINANCIAL REPORTS**

M/S Conway/Atterbury to receive and file financial reports for August 2016. CARRIED

7. **LABOUR/MANAGEMENT COMMITTEE**

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

8. **PLANNING AND POLICY DEVELOPMENT COMMITTEE**

The committee met on Sept. 30th, 2016. The committee provided recommendations to the board of trustees as a result of the meeting.

M/S Atterbury/McAffer to include expenses related to staff appreciation as a line item in the library's annual budget titled "Volunteer & Staff Appreciation". CARRIED

9. **COMMUNITY RELATIONS AND DEVELOPMENT COMMITTEE**

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

10. **FUNDRAISING WORKING GROUP**

J. Atterbury reported on the following activities of the FWG:

- Copper Point Golf Resort presented the CV Centre with a cheque for $13,800. This amount was collected by donating $5 from green fees paid throughout the summer.
- The committee also expects to receive a cheque for $100,000 this week.
- The RDEK Area F has committed $90,000 over five years from the discretionary funds to go towards the building's moveable partition. Final approval will take place at the next RDEK board meeting.
- The next fundraiser will be held on Friday, Oct. 14th at Eagle Ranch. It is a joint event that will split the funds 50/50 between the building and the legacy trail projects.
- The CV Centre project has been entered into the Aviva Foundation grant competition and is one of 30 projects. Beginning Oct. 11, people can log in and vote up to 18 times for the project of their choice.

11. **MULTI USE FACILITY ADVISORY COMMITTEE**

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

12. **KOOTENAY LIBRARY FEDERATION**

The next KLF Board meeting will be held in Nelson on Saturday, Oct. 15th and D. McAffer will be attending. N. Pawlak will also be attending and she will be at the LDAG meeting the day before on Oct. 14th.

13. **FRIENDS OF THE LIBRARY REPORT**

K. Conway attended the FOL meeting held on Sept. 14th. They held their AGM and the annual report was read. The Friends were pleased with the results from their 2015-16 fiscal year. Lynda Tutty is

working with N. Pawlak to write two grant applications that will go towards the purchase of furnishings and equipment for the children's section in the new library if they are successful. The next meeting will be held on Wed., Oct. 12th.

OLD BUSINESS

14. REVIEW OF THE 2017 DRAFT BUDGET

Trustees reviewed the draft budget for 2017.

M/S McAffer/Bagan to adopt the 2017 budget for the Invermere Public Library. CARRIED

15. ALLOCATION OF SAVINGS

In response to discussions at the meeting in Sept. 2016 in regards to the allocation of funds currently held in the library savings accounts, the following resolution was put forward:

M/S Conway/Bagan to allocate the funds currently held in the Invermere Public Library's internally restricted funds account and in the Camenzind bequest account to the costs associated with leasehold improvements at the new library facility in the Columbia Valley Centre. CARRIED

NEW BUSINESS

16. TRUSTEE INTENTIONS FOR EXPIRING TERMS

The terms for the DOI-appointed trustees expire on Dec. 31, 2016. M. Bagan and H. Kipp both expressed their interest and intention on applying for appointment for a second two-year term.

17. BOARD OF TRUSTEES DEVELOPMENT SESSION

A development session has been planned for Wed. Nov. 23rd, 6-9 PM with Ingrid Liepa.

18. THANK YOU

H. Kipp extended a heartfelt thank you to Karl and Pat Conway for hosting the Fall Social at their house on Sunday, Oct. 2nd. It was a lovely afternoon spent with staff, trustees, and members of the Friends of the Library.

M/S Bagan/Conway to adjourn the regular meeting at 8:20 PM. CARRIED

Next meeting will be held on Tuesday, Nov. 1st at 7:00 PM.

Presiding member: **Recording secretary:**

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Library Board Chair **Library Director**