

MINUTES OF MEETING
Invermere Public Library Board
February 6th, 2018

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

Regrets: J.D. Jeffery

Minutes recorded by N. Pawlak

1. CALL TO ORDER

D. McAffer called the meeting to order at 7:02 PM.

2. ADDITIONS TO AGENDA/ADOPTION OF THE AGENDA

M/S Bagan/Kipp to adopt the agenda as circulated.

CARRIED

3. APPROVAL OF THE MINUTES

M/S Herman/Kipp to approve the minutes of the January 11th, 2018 meeting as circulated.

CARRIED

4. CORRESPONDENCE

- H. Kipp informed the trustees of the upcoming BCTA conference which will be held on May 12th, 2018 in Vancouver. D. McAffer expressed her interest in attending the conference.

5. LIBRARY DIRECTOR'S REPORT

N. Pawlak provided highlights for the library during the months of January which included:

- To date, 90 people have completed the online survey for the community. The link to the survey is www.surveymonkey.com/r/invermerelibrarysurvey2018 and will be open until Feb. 23rd. Paper copies of the survey are also available in the library. Feedback collected in the survey will be reviewed at the strategic planning session in March.
- Two grant applications were submitted in January to two different funding streams with Columbia Basin Trust. One is a request through Community Initiatives for funds to create geocaching kits that people can borrow from the library. The other is for a grant to replace and upgrade technology through the CBT Non-Profit Technology grant program. Both applications were submitted under the Friends of the Library.
- There was a workshop held on the evening of Jan. 24th that provided assistance to people who wanted to use the various e-services available through the library and it was attended by 8 people. On Feb. 3rd, there was a presentation on tax and estate planning made by a lawyer from Calgary. This presentation was attended by almost 20 people which was a great turnout for a Saturday afternoon. Thank you to Charmaine Coutinho for providing the session.

- The library will be providing tax assistance again this year with the Community Volunteer Income Tax Program. Service will begin in the first week of March.
- Copies of Elinor Florence’s new book “Wildwood” are now available for purchase at the library. All sales from the proceeds are going to the library as a fundraiser. Plans are also shaping up for the book launch which will be on March 14th at Pynelogs. People will be encouraged to dress in a pioneer theme and there will be a Blue Ribbon Pie contest—all are welcome to enter!

6. FINANCIAL REPORTS

M/S Herman/Conway to receive and file the financial reports presented for December 2017.

CARRIED

7. COMMITTEE REPORTS

- Labour/Management Committee:** N. Pawlak and D. McAffer are still working on the succession plan.
- Planning and Policy Development Committee:** No meetings are planned until after the strategic planning session in March.
- Community Relations and Resources Development Committee:** The committee has not met. H. Kipp has been in contact the MLA’s office to book a meeting. Doug Clovechok will be in the area at the end of March and a meeting will be arranged then.
- Multiuse Facility Operations Committee:** The core committee will be meeting with the DOI’s Committee of the Whole in March to discuss the draft that was submitted last fall.
- BCLTA:** Already reported in correspondence above.
- Kootenay Library Federation:** D. McAffer reported that the consultant’s governance report has been sent to the KLF board. She will share the report with the IPL trustees for their review and will collect feedback about the report to take to the next KLF meeting in May.
- Friends Of The Library Report:** Nothing to report as there will not be a meeting until April.

OLD BUSINESS

8. STRATEGIC PLANNING SESSION

Scheduled for the first weekend of March, March 2nd and 3rd. The Friday night will be an open meeting for community members and stakeholders to attend. Saturday will be a working meeting with the trustees and staff. The community survey information will be reviewed and taken into consideration for developing the new plan and feedback will also be collected from community partners and stakeholders. N. Pawlak will confirm times with the facilitator and will pass the information on to the trustees.

9. COMMEMORATION OF CAMENZIND BEQUEST

N. Pawlak is waiting for final approval of the photos to be used on the plaque that will recognize the Camenzind bequest.

NEW BUSINESS

10. Review and renewal of the Non-Profit Management and Corporate Liability insurance policy

Discussion took place in regards to the need to either renew or cancel the insurance policy. Trustees were provided with information from staff at the provincial Libraries Branch as well as from the insurance company about when this type of insurance would be needed and what it would cover.

M/S Bagan/Conway to discontinue the insurance policy that provides coverage for Non-Profit Management and Corporate Liability through Metrix Insurance. CARRIED

Five trustees voted in favour of the motion and one trustee was opposed. The trustees will follow-up annually with a review of whether the liability insurance should be reinstated.

The next board meeting will be held at the library on Tuesday, March 6th at 7:00 PM in the mezzanine.

Moved by K. Conway to adjourn the regular meeting at 8:10 PM. CARRIED

Presiding member:

Recording secretary:

Library Board Chair

Library Director