

MINUTES OF MEETING
Invermere Public Library Board
July 2, 2019

Present: Daneve McAffer Karl Conway Jim Jenkinson JD Jeffery
Nicole Pawlak (Library Director)

Regrets: Greg Anderson Stevie Irons Jane Herman

Minutes recorded by N. Pawlak

1. CALL TO ORDER

D. McAffer called the meeting to order at 7:15 PM.

2. ADDITIONS TO AGENDA/ADOPTION OF THE AGENDA

M/S Jeffery/Jenkinson to adopt the agenda as circulated.

CARRIED

3. APPROVAL OF THE MINUTES

M/S Jenkinson/Conway to approve the minutes of the June 3, 2019 meeting of the board.

CARRIED

4. FINANCIAL REPORT

M/S Conway/Jeffery to receive and file the financial report for May 2019.

CARRIED

M/S Conway/Jeffery to approve an application on behalf of the Invermere Public Library for a Collabria Visa corporate credit, issued by Kootenay Savings & Credit Union, with a corporate credit limit of \$6,000 and in the cardholder name of the Invermere Public Library Director, Nicole Pawlak and to designate the authorized business representative as the Director of Finance from the District of Invermere, Karen Cote.

CARRIED

5. LIBRARY DIRECTOR'S REPORT

N. Pawlak provided highlights for the library during the month June which included:

- Final arrangements are in place for the switch to a new photocopier and pay system that will provide patrons with a self-serve pay terminal which takes coins and bills as well as debit. Patrons will also be able to print from their own devices. The new photocopier will arrive in mid-July.
- The library received funding once again through the federal Canada Summer Jobs program. The Friends of the Invermere Library are the applicant organization as a non-profit status is required to be eligible. This position will be for a summer program assistant who will work 30 hours per week and will help with the summer programs as well as other library tasks.

- Library staff participated in many different outreach activities in June including noon-hour visits to the DTSS high school, school visit to MMES in Canal Flats, participation at the EMP Fun Day to promote Summer Reading Club, setting up during the WildSafe Bear Fest as well as the Columbia Valley Pride Festival. Staff also partnered with the Columbia Valley Youth Network to host a resume workshop for youth aged 12-18.
- Summer Reading Club launched on Friday, June 28 with a drop-in party. There were 60+ kids who dropped by to pick up their summer reading log and participate in the activities which included cupcake decorating.
- Library staff entered an imaginary float in the Canada Day parade to go along with this summer's reading club theme "Imagine the Possibilities". A dozen kid volunteers walked through the parade in the form of a float, complete with car pompom decorations and a cardboard steering wheel.
- Library staff set-up a booth at the Canada Day Mountain Mosaic Children's Festival. Many families stopped by to paint a rock and get a balloon animal.

6. COMMITTEE REPORTS

- Labour/Management Committee:** Nothing to report
- Planning and Policy Development Committee:** The committee met on June 10, 2019 and reviewed several policies. There were minor wording changes that were recommended by the committee and the drafts of the revised policies were circulated to the board trustees prior to the meeting.

M/S Jeffery/Jenkinson to accept the recommended revisions to Policy 3, Policy 7, Policy 11, and Policy 13 as circulated. CARRIED

- BCLTA:** D. McAffer thanked J. Jenkinson for his submission to the June BCLTA bulletin, "Elevator Speech". J. Jenkinson provided an overview of other information that was included in the June bulletin. Upcoming work for the BCLTA this summer includes a review and update of how the association supports the work of public library board chairs.
- Community Relations and Resources Development Committee:**
 - D. McAffer reported that she and N. Pawlak attended the Committee of the Whole meeting of the District of Invermere on June 25 to present them with information about the \$20 Million in 2020. The DOI council members agreed to prepare a resolution that will be submitted to UBCM in regard to their support for an increase in provincial library funding. The DOI joins many other BC local governments who have also submitted resolutions for the UBCM September meetings. The DOI also plans to request a meeting with the Minister of Education during the UBCM conference to further discuss the issue and, if their meeting request is approved, have invited the Library Director to join them.
 - D. McAffer reported that the provincial library funding issue was also discussed as an agenda item at the Village of Canal Flats council meeting on June 24, 2019. The Canal Flats council also agreed to draft a resolution for UBCM and will also be requesting a meeting with the Minister of Education.
 - The Library Director is planning to attend an upcoming Village of Canal Flats meeting to provide a library update and to answer questions about library service for the Village.

- e. **Multi-Use Operations Committee:** No report
- f. **Kootenay Library Federation:** D. McAffer reported that the governance committee had their first meeting as a committee of seven representatives. The committee began developing policies related to KLF finances and spending including the creation of guidelines for reimbursement of expenses to attend KLF meetings.
- g. **Friends of the Library Report:**
 - i. The Friends of the Library met on June 19th and discussed the final details of the BIG Book Sale, which is coming up on Saturday, July 13.
 - ii. N. Pawlak provided the Friends with information about the \$20 Million in 2020 campaign and shared with them how individuals and groups such as the Friends can write letters advocating for increased provincial funding for libraries.

OLD BUSINESS

NONE

NEW BUSINESS

7. Strategic Plan Quarterly Review

N. Pawlak provided a review of the actions that have taken place over the past three months as outlined on the strategic plan's action plan chart. There will be a review of the overall strategic plan in early 2020.

Moved by J. Jenkinson to adjourn the meeting at 8:32 PM.

Next meeting date: Tuesday, September 3, 2019 at 7:00 PM

Presiding member:

Recording secretary:

Library Board Chair

Library Director