

**MINUTES OF MEETING**  
**Invermere Public Library Board**  
**Nov. 14<sup>th</sup>, 2018**

**Present:** Daneve McAffer Karl Conway Mary Bagan Jane Herman Helen Kipp  
Greg Anderson 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 6:58 PM.

**2. WELCOME & INTRODUCTION**

D. McAffer welcomed Greg Anderson to the board of trustees. G. Anderson has been appointed as the new representative from the District of Invermere Council. G. Anderson was previously the DOI council representative on the board of trustees from 2011-2013.

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

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

**CARRIED**

**4. APPROVAL OF THE MINUTES**

**M/S Kipp/Bagan to approve the minutes of the Oct. 10<sup>th</sup>, 2018 meeting.**

**CARRIED**

**5. CORRESPONDENCE**

- N. Pawlak reported that she followed up with the Libraries Branch in regards to the terms for incoming trustees based on the recent changes that were made to the Library Act that changed the requirement for local government to appoint new trustees at the first meeting in November. The terms of the appointment will be left up to individual local governments to decide. Therefore, the terms will remain in place as they have been; the only change will be that new trustees will be appointed a month earlier but their terms will still begin at the start of January in the following year. The two current trustees whose terms are up at the end of December 2018 will see out their full terms and the new trustees will begin their terms on January 1, 2019.

**6. LIBRARY DIRECTOR'S REPORT**

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

- N. Pawlak reported that the library's knitting club, "Needles & Hooks" is starting to develop a regular group of attendees. People are coming each Tuesday afternoon to work on their own projects and socialize with each other.
- The library has also started a Craft Connections for Adults group. It will meet monthly and bring people together to learn new skills. October focused on needlework and November will introduce a new crochet stitch called corner to corner.
- The library conducted its annual "Typical Week Survey" in October. This is a requirement of the Libraries Branch. Our library actually did the survey for one week in August and then one week in October to get a better sense of the difference in traffic between the summer and fall months. These statistics will be published in the Annual Survey of BC Libraries that will be released in the summer of 2019.
- Saturday morning Family LEGO Club has been a big hit with the community. There has been upwards of 15 kids plus their parents in attendance each week. Additional families with younger children have also been coming to play with Duplo in the children's section.
- The new round of STEAM programming for children in Kindergarten-Gr. 3 began on Oct. 19<sup>th</sup>. It will run for four weeks and then a new set of children will attend for four week starting in mid-November.
- Upcoming events for November include an author visit from Barbara Brown on Nov. 22, a Christmas Card scrapbook workshop on Nov. 24, the annual Christmas Craft Night on Nov. 28 as well as the library's book club which will meet on Nov. 14 and 16. The Friends of the Library Silent Auction will run from Nov. 24-Dec. 8 and they will have their 'Twas the Book Sale Before Christmas on Nov. 30 and Dec. 1.

## 7. FINANCIAL REPORTS

**M/S Bagan/Herman to receive and file the financial reports presented for September 2018.**

**CARRIED**

## 8. COMMITTEE REPORTS

- Labour/Management Committee:** The committee will be meeting with the CUPE Local 5139 on Monday, Dec. 3 to begin discussions for a new contract.
- Planning and Policy Development Committee:** nothing to report; the committee will schedule a meeting for November.
- Community Relations and Resources Development Committee:**  
H. Kipp reported that the committee met on Oct. 23<sup>rd</sup> to set a plan for the upcoming year and to orient any new committee members. H. Kipp circulated the committee report via email. Highlights include continuing to connect with MLA Clovechok to maintain advocacy for library funding at the provincial level, arranging to meet with newly elected directors and councilors with the RDEK and DOI, and to monitor the new connections that are being created between a variety of levels of government as well as library-related organizations in the province.
- Multiuse Facility Operations Committee:** nothing to report
- BCLTA:**
  - H. Kipp reported that the format for the BCLTA bulletin will be changing.
  - The BCLTA annual meeting will be held on May 11, 2019.

- During the UBCM meetings in September 2018, the Minister of Education took time to visit the Whistler Public Library and met with a representatives from various provincial library organizations include ABCPLD, BCLA, BC Libraries Coop, etc.

**f. Kootenay Library Federation:**

D. McAffer reported on the KLF Board meeting that was held in Radium on Saturday, Oct. 13 that was well attended by libraries from throughout the federation. The governance committee provided a report to the KLF Board and will continue their work towards implementing the recommended changes to the structure of the organization. This will include having a core group that will consist of representatives from both the East and West Kootenay and these will be divided between small, medium, and large libraries. The full board will still remain as the 22 Kootenay libraries but the working group will make the organization more efficient.

N. Pawlak reported on the Library Directors Advisory Group meeting that took place the day before on Friday, Oct. 12 in Invermere. The directors participated in a workshop in the morning on community engagement and then met with D. McAffer in the afternoon to provide input on the governance process.

It was a great opportunity to host the KLF meetings in the Columbia Valley and was the perfect occasion to show off the two new libraries that our community now has access to. The spring meeting will be held in Rossland in June 2019, another library that has seen extensive renovations over the past three months and eager to show off their new space.

**g. Friends of the Library Report:**

H. Kipp reported that the Friends are still continuing to collect items for the Silent Auction which will be set up on the afternoon of Nov. 23 and will officially open on Nov. 24 and run through until Dec. 8. The book sale will be set up in the mezzanine on Nov. 30<sup>th</sup> and Dec. 1<sup>st</sup>.

**OLD BUSINESS**

**NONE**

**NEW BUSINESS**

**9. BUDGET 2019**

Trustees reviewed the draft budget for 2019.

**M/S Conway/Herman to adopt the 2019 budget as amended.**

**CARRIED**

**Moved by H. Kipp to adjourn the meeting at 8:25 PM.**

**Next meeting date: Tuesday, Dec. 4<sup>th</sup>, 2018 at 7:00 PM**

**Presiding member:**

**Recording secretary:**

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**Library Board Chair**

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**Library Director**