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Minutes

Saturday September 14, 2013

Alert Bay BC

Present: Joyce Wilby, Colin Skinner, Charlie Kregel, Ken Greenwell, Maureen Sawa, Karen Potts, Karen Hudson, Rita Archer and Katherine Anderson.

1. **Motion** to approve the agenda with addition of New Business 10. d) Royal Society Expert Panel on Libraries & Archives. Karen Potts/Rita Archer. Carried
2. **Motion** to adopt the minutes – April 28, 2012 board meeting. Karen Potts and Colin Skinner. Carried. December 10, 2012 teleconference. Karen Potts/Ken Greenwell. Carried.
3. Correspondence – 2013 Provincial Operating Grant Conveyance Letter, Jacqueline Van Dyk
 - a. Concerns re: directives
 - b. **Motion** to send letter to LLB/Ministry of Education: appreciation for support and clarifying what we hope to demonstrate progress on in terms of collaboration. Karen Potts/Colin Skinner. Carried.
4. Report from the Chair – Ken Greenwell. Verbal
5. Financial Report –Katherine Anderson
 - a) **Motion** to accept the 2013 Year to Date Financial Report. Rita Archer/Colin Skinner.
6. Manager's Report – Katherine Anderson.
 - a. Motion to accept the August Manager's Report. Ken Greenwell/Rita Archer. Carried.
7. Libraries & Literacy Branch Update – M. Martin, submitted. Information only.
8. Election of Executive
 - a. Karen Potts nominated/ Colin Skinner seconded Ken Greenwell as Chair. Nomination accepted. No other nominations. Ken Greenwell acclaimed as Chair.
 - b. Karen Potts nominated/Colin Skinner seconded Rita Archer as Vice Chair. Nomination accepted. No other nominations. Rita Archer acclaimed as Vice Chair.
 - c. Colin Skinner nominated/Rita Archer seconded Linda Gilarski as Vice Chair. No other nominations. Linda Gilarski acclaimed as Treasurer, pending acceptance of nomination.
9. Business Arising from Minutes:
 - a) 2013 financial review. **Motion** to give **Katherine Anderson discretion to engage either Chan or deBeck (as per provided quotes) to conduct a review of the IslandLink 2013 financial records.** Karen Potts/Colin Skinner. Carried

b) Bank signing authority. Motion to remove Sandra DeAthe and Brigitte Peter-Cherneff as bank signers. Colin Skinner/Rita Archer. Carried.

c) Travel policy amendments – **Katherine to complete an amended draft and submit to Board for approval.**

10. New Business

a) Administrative Policy and Procedures Manual.

b) Review of Strategic Plan. **Motion** that the Board hold an early Spring 2014 in-person session, with a focus on strategic planning. Karen Potts/Colin Skinner. Carried.

c) Interlibrary Loans – **referred to Library Directors for further discussion and response to LLB backgrounder and ILL Code.**

d) Royal Society Expert Panel on the Status and Future of Canada's Libraries and Archives. **Referred to Library Directors to review questions and develop a response.**

11. Library Directors' Roundtable – postponed.

Next Meeting: Date to be held prior to the BC Library Conference, March 31, 2014. Location TBD

Adjournment – 1:15 pm