



3185 West Road  
Nanaimo | BC V9R 6X1  
1-855-927-2005 phone  
[lbeswick@islandlink.ca](mailto:lbeswick@islandlink.ca)  
<http://www.islandlink.ca>

**Minutes of the IslandLink Library Federation Board Meeting**  
**Wednesday, January 10, 2018**  
**6:00pm – 7:25pm**  
**Location: Teleconference**

**Present:** Linda Rosen, Chair (PR); Joan Watterson, Vice Chair (SS); Linda Gilarski, Treasurer (AB); Zeb King, Trustee (GVPL); Rebecca Burbank, Assistant Chief Librarian (PR); Karen Hudson, Chief Librarian (SS); Maureen Sawa, Chief Executive Officer (GVPL); Joyce Wilby, Chief Librarian, (AB); Laura Beswick, Manager/Secretary (ILLF).

Guests: Selina Smith, Alternate Trustee (PR); Mari Martin, Director Libraries Branch; Denise McGeachy, Library Consultant Libraries Branch

Regrets: Terry Noreault, Chief Librarian (PR)

Welcome and introductions – Linda Rosen, Chair

1. Adoption of Agenda

**Motion:** to adopt agenda as circulated. Moved by Zeb King; seconded by Linda Gilarski. Carried

2. Libraries Branch Report

Mari Martin and Denise McGeachy reported on recent developments at the Libraries Branch:

- Update on Libraries Branch staff
- New Legislative session in February; Provincial budget Feb. 20
- Funding for libraries and library federations will be known after February budget
- Library grant cheques to be issued in June
- Brief review of Branch initiatives such as Connectivity project, Annual survey, library involvement in electoral reform
- Libraries Branch is still working on province wide licensing of digital resources
- Information will be sent out soon on the annual reporting

3. Draft Minutes of September 9, 2017 Board Meeting

Correction to add Rebecca Burbank to list of those present at meeting

**Motion:** to approve the Minutes of September 9, 2017 as corrected. Moved by Zeb King; seconded by Joan Watterson. Carried

4. Board elections per our Federation agreement: "A Chairperson and Vice-

Chairperson and Treasurer are elected at the first meeting of each fiscal year." Linda Rosen handed Chair of the meeting to Zeb King

**Chair:** Linda Rosen was elected Chair for 2018 by acclamation  
Linda Rosen resumed Chair of the meeting

**Vice Chair:** Joan Watterson was elected Vice Chair for 2018 by acclamation

**Treasurer:** Linda Gilarski was elected Treasurer for 2018 by acclamation

5. Correspondence

Letter from Linda Rosen to Patrick Brown, Chair Pender Island Public Library

6. Manager's Report

Laura presented the Manager's Report for the period September 2017 – January 2018

7. Financial Report

Laura presented the IslandLink Financial reports to December 31, 2017

8. In Camera session

**Motion:** Salary proposal for IslandLink Library Federation Manager be approved for the 2018 fiscal year. Moved by Joan Watterson, seconded by Zeb King.  
Carried

9. 2018 Budget

Laura presented an updated 2018 budget.

**Motion:** to approve the 2018 budget as presented with additional amendment to accommodate Manager's salary increase. Moved by Joan Watterson; seconded by Linda Gilarski. Carried

10. Strategic Plan

- a) Review existing plan
- b) Consider next steps

Linda Rosen & Laura presented the Strategic Plan review document.

IslandLink Directors and Manager to investigate meeting at conferences when possible and to have scheduled teleconference meeting.

Laura spoke to the Library Online Training Program offered to library staff in BC through Royal Roads University.

Discussion of staff sharing and exchange possibilities.

**Action:** Laura and Library Directors to investigate possibilities for staff sharing and exchange of knowledge

**Motion:** to extend current Strategic Plan to 2019. Moved by Joan Watterson, seconded by Linda Gilarski. Carried

11. Pender Island

Linda Rosen reported that there has been no response to her letter of September 18, 2017 to Pender Island Public Library.

12. Other Business

No other business

13. 2018 Fall Meeting – Powell River

**Action:** Laura to send out Doodle Poll to determine date of Fall meeting

14. Adjournment

**Motion:** to adjourn the meeting at 7:25pm. Moved by Zeb King. Carried