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Minutes of the IslandLink Library Federation Board Meeting
Wednesday, January 22, 2020
12:00 pm – 1:15 pm
Location: Teleconference

Present: Linda Rosen, Chair (PRPL); Judy Nurse, Vice Chair (SSIPL); Linda Gilarski, Treasurer (ABPL), Susan Laidlaw, Trustee (GVPL); Rebecca Burbank, Chief Librarian PRPL; Karen Hudson, Chief Librarian SSIPL, Maureen Sawa, Chief Executive Officer GVPL; Laura Beswick, Manager/Secretary ILLF.

Regrets: Joyce Wilby, Chief Librarian ABPL

Welcome and introductions – Linda Rosen, Chair

1. Adoption of Agenda

Motion: To adopt the agenda as circulated. Moved by Linda Gilarski; seconded by Susan Laidlaw. Carried

2. Draft Minutes of October 5, 2019 Board Meeting

Motion: To approve the Minutes of October 4, 2019 as circulated. Moved by Susan Laidlaw, seconded by Linda Gilarski. Carried

3. 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 Susan Laidlaw

Chair: Linda Rosen was elected Chair for 2020 by acclamation

Linda Rosen resumed chair of the meeting

Vice Chair: Judy Nurse was elected Vice Chair for 2020 by acclamation

Treasurer: Linda Gilarski was elected Treasurer for 2020 by acclamation

4. Correspondence

Letter from Vancouver Island Library Staff Conference requesting IslandLink Library Federation to continue contributing funds to support this learning forum.

Action: Laura will respond to the letter to confirm that IslandLink Library Federation will continue to sponsor this conference.

5. Strategic Plan – Linda R./Laura
Priority for Board is Goal 2. Professional Development. Suggestion to re-order the actions a) and b) for Goal 2.

Laura reviewed suggested timeframes for Actions.

Further discussion to be done at Fall Board meeting for Goal 1. Action a) Explore the viability of a new membership category such as “Associate Member” for neighbouring library systems.

Motion: To adopt the new IslandLink Library Federation Strategic Plan 2020-2024 with Actions for Goal 2 re-ordered. Moved by Susan Laidlaw, seconded by Linda Gilarski. Carried

Action: Laura to update Strategic Plan with changes to order of Actions for Goal 2 and add timeframes for all actions.

Action: Laura to distribute updated Plan along with list of actions that will continue from the previous Strategic Plan

6. Financial Report – Linda G./Laura
Laura presented the IslandLink financial reports to December 31, 2019.
7. 2020 Budget – Linda G./Laura
Laura presented the IslandLink draft budget for 2020.

Motion: To approve the 2020 budget as presented. Moved by Susan Laidlaw, seconded by Judy Nurse. Carried

8. Funding Guidelines
Laura presented draft guidelines for Initiatives spending.
Grammar and word changes suggested

Motion: To approve the IslandLink Initiatives Funding Guidelines as amended. Moved by Judy Nurse, seconded by Susan Laidlaw. Carried

Action: Laura to distribute amended Funding Guidelines.

9. ABPL Computer Purchase
Linda Gilarski presented estimates for computer upgrade work to be done at the Alert Bay Public Library.

Motion: To approve the payment of the ABPL computer upgrade work from the IslandLink Library Federation reserve funds. Moved by Susan Laidlaw, seconded by Linda Gilarski. Carried

10. Manager's Report - Laura

Laura presented the Manager's Report for the period September 2019 – January 2020.

11. Libraries Branch Report

Libraries Branch Update: December 2019 document was distributed

12. 2020 Fall Meeting – Salt Spring Island

The Fall meeting will be held at the Salt Spring Island Public Library meeting room. Laura will consult with Karen for possible dates.

Action: Laura to send out Doodle Poll to set meeting date

13. Other Business

- BCLTA Governance Workshop – Fall Meeting
Discussion on opportunity to offer this workshop in conjunction with the Fall Board Meeting. Board felt that this is not necessary as most have recently attended the workshop with their local Boards.
- IslandLink Manager performance & salary review
In camera session.

14. Adjournment

The meeting was adjourned at 1:15pm.