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Minutes of the IslandLink Library Federation Board Meeting
Saturday, October 5, 2019
9:00 am – 12:00 pm
Location: sxʷeŋxʷəŋ təŋəxʷ JAMES BAY BRANCH

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

Guest: Pat Anderson ABPL; Selina Smith PRPL; Adrienne Wass Libraries Branch

Regrets: Karen Hudson, Chief Librarian SSIPL; Joyce Wilby, Chief Librarian ABPL

Welcome and introductions – Linda Rosen, Chair

1. Adoption of Agenda

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

2. Draft Minutes of January 15, 2019 Board Meeting

Motion: to approve the Minutes of September 22, 2018 as circulated. Moved by Judy Nurse, seconded by Linda Gilarski. Carried

3. Libraries Branch Report

Adrienne Wass reported on developments and news from the Libraries Branch. Highlighted topics included: Key strategies, What's new, Grant Allocations, and What they are working on.

Key areas of focus are: Collaborate on shared goals; Enhancing Governance; Building Capacity (Professional Development).

Adrienne reviewed changes to the Libraries Branch website

4. Correspondence

Letter dated March 29, 2019 from Mari Martin, Director Libraries Branch to Linda Rosen, Board Chairperson. Subject: IslandLink Library Federation Operating Grant; Grant Award Letter.

5. Manager's Report

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

6. Financial Report

Laura presented the IslandLink Financial reports to September 30, 2019.

Discussion on excess funds, and the need for clearer guidelines for Initiatives spending categories. Alert Bay is needing to upgrade their computer equipment. It was agreed that this purchase would be accommodated under the Digital Resources initiative.

Action: Laura to draft guidelines for Initiatives spending for discussion at next Board meeting.

7. 2020 Budget

Laura presented a draft budget for 2020.

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

8. Strategic Planning

Linda Rosen expressed IslandLink's appreciation to GVPL for allowing Daphne Wood to facilitate our strategic planning session, held on October 4.

Daphne will write a draft plan and send to Laura for distribution. There will be a teleconference meeting shortly after the distribution of the plan to discuss the document.

Action: Laura will distribute the draft strategic plan and will also send out a Doodle Poll to arrange for a teleconference discussion meeting.

9. Other Business

Discussion of how to access information on staff salaries.

10. Notice of next Board elections: per our Federation agreement: "A Chairperson and Vice-Chairperson and Treasurer are elected at the first meeting of each fiscal year."

11. 2020 Meetings

Next Board meeting will be January 2020. Exact date to be determined by Doodle Poll

The Fall IslandLink Board meeting will be held on Salt Spring Island.

12. Roundtable Updates

Alert Bay Public Library

- Staff sharing: IslandLink financed the cost for two new library staff to travel to Salt Spring Island Public Library to be trained on the Sitka ILS
- June 22 was a day of celebration:
 - 60th year celebration for the Alert Bay Public.
 - 60th anniversary for Community Librarian Joyce Wilby, who began as a volunteer, then became the first paid employee, and now is ending up as a volunteer.
 - Opening of Martin Weinstein's Research Library. The collection consists of important materials related to community-based marine resources stewardship.
- ABPL received their first funding from the Namgis first Nation in recognition of the service the library has given to the whole community over the years. The Namgis will give an annual grant of \$10,000.00 from their Kwagis Community Benefits Fund.

Powell River Public Library

- Second anniversary in the new building
- Latest program brochure was distributed
- CUPE contract negotiations held this year
- 8X8 Anonymous Art Show Fund Raising event to be held in November

Salt Spring Island Public Library

- 2018 statistics; 10,000 population; 70% card holder rate
- 60th anniversary celebration to be held in 2020
- New Horizons Grant for initiatives such as:
 - Technology basics for seniors
 - Visiting library services
 - Reconciliation circle
- Have a newly hired librarian who will supervise the public area and volunteers
- Nikky is now the Children's Librarian

Greater Victoria Public Library

- Involved with the 20 by 20 campaign
- Received the John Cotton Dana Public Relations Award for "Change Your Mind" campaign
- GVPL strategic planning next year
- Upcoming Board retreat will focus on fines & fees; Central Library; intellectual freedom; metrics. All the Board members are reading the book: Palaces for the people
- Saanich Centennial Branch was flooded in August. Plan to reopen by the end of the year.

13. Adjournment

Meeting was adjourned at 12:00 noon.