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**Minutes of the IslandLink Library Federation Board Meeting**  
**Saturday, September 22, 2018**  
**Location: Powell River Public Library**

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

**Guests:** Patricia Anderson, Staff (ABPL); Mari Martin, Director Libraries Branch; Nikky McCarvill, Librarian (SSIPL); Selina Smith, Alternate Trustee (PRPL)

**Regrets:** Karen Hudson, Chief Librarian (SSIPL), Joyce Wilby, Chief Librarian (ABPL)

**9:30 – 10:30 am**

Libraries Branch Report - Presented before the meeting

- Mari Martin reported reviewed priorities for the Libraries Branch for 2018/2019.
- Sharon Herbert, from BC Libraries Cooperative, joined the presentation by teleconference for a review of the Connectivity Project.
- Mari outlined What's Next for the Libraries Branch.

**1:00 pm**

Welcome and introductions – Linda Rosen, Chair

1. Additions to the Agenda  
none

2. Adoption of the Agenda

**Motion:** to adopt agenda as circulated. Moved by Judy Nurse; seconded by Susan Laidlaw. Carried

3. Draft Minutes of January 10, 2018 Board Meeting

**Motion:** to approve the Minutes of January 10, 2018 as circulated. Moved by Linda Gilarski. Carried

4. Election Vice-Chairperson

Susan Laidlaw nominated Judy Nurse for the position of Vice-Chairperson.  
Judy Nurse was elected Vice-Chairperson by acclamation.

5. Correspondence

Letter from Mari Martin to Linda Rosen, Board Chairperson; subject: IslandLink Library Federation – Operating Grant – Grant Award Letter.

6. Manager's Report

Laura presented the Manager's Report for the period of January – September 2018. Discussion on IslandLink's puppet collection which is currently on loan to former Travelling Puppet Show employees.

**Action:** Laura to organize a meeting with Library Directors (or their representatives) to make a recommendation regarding the IslandLink puppet collection for the January Board meeting.

**Motion:** to accept the Manager's report. Moved by Susan Laidlaw; seconded by Linda Gilarski. Carried

7. Financial Report

Laura presented the IslandLink financial reports to August 31, 2018

**Motion:** to accept the Financial Reports as circulated. Moved by Linda Gilarski; seconded by Susan Laidlaw. Carried

8. 2019 Budget

Laura presented a draft budget for 2019.

Discussion on the proposal to cancel the insurance policy. Other Federations do not have insurance and considering an opinion from staff at Libraries Branch, this was an expense that could be cancelled.

Discussion to no longer fund the Federation Book Club sets. GVPL does not use this collection and other IslandLink libraries do not use it extensively. IslandLink libraries will continue to have access to Book Club sets purchased prior to 2019.

**Motion:** to approve in principal the budget as presented. Moved by Linda Gilarski; seconded by Susan Laidlaw. Carried

9. Strategic Planning

The IslandLink strategic plan is scheduled to be reviewed/updated in 2019.

Discussion regarding costs and possible meeting times.

**Action:** Maureen Sawa will approach Daphne Wood regarding possibility of facilitating the strategic planning process.

Discussion on using funds in 2019 for professional development and staff sharing.

**Action:** LDAG to discuss revising draft 2019 budget to find funding for increased staff sharing/professional development. Laura to arrange a LDAG meeting for October.

10. 2019 Meetings

Teleconference meeting to be held in January.

**Action:** Laura to send out Doodle Poll to determine date/time of January meeting

Fall Board meeting to be held in Victoria and to include strategic planning session.

11. Other Business - None

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

13. Adjournment

**Motion:** to adjourn the meeting at 2:35pm. Moved by Susan Laidlaw; seconded by Linda Gilarski. Carried