



4446 Hooson Road
Pender Island| BC V0N 2M1
1-855-927-2005 phone
ene@islandlink.ca
<http://www.islandlink.ca>
SKYPE: ehaabniit

Spring 2015 Board Meeting Minutes

Teleconference

April 21, 2015

6:00 – 7:20 pm

Present: Zeb King , Chair(GVPL) ; Maureen Sawa (GVPL); Joyce Wilby (AB), Steven Wong (AB); Linda Rosen (PR); Terry Norreault (PR); Joan Watterson (SS); Karen Hudson (SS); Ene Haabniit (ILLF), Recorder

Regrets: Linda Gilarski (AB); Pat Anderson (AB)

Welcome and introductions –Zeb King

1. **Motion** to approve agenda with addition of report from Cindy Ralph, BC Libraries Branch: Joan Watterson/Linda Rosen . Carried.
2. **Motion** to adopt the Minutes – October 17, 2014 Board Meeting (Powell River) and Special Board Meeting (teleconference), February, 13, 2015. Joan Watterson/Linda Rosen . Carried.
3. Correspondence – 2015 Provincial Operating Grant Conveyance Letter, Beverley Shaw; Canada Student Jobs grant approval email from Elizabeth May. Received for information.
4. **Motion** to adopt 2015 Year to Date Financial Report : Linda Rosen/Joan Watterson. Carried.
5. a) Manager’s Report - Ene Haabniit. Received for information.
b) Libraries Branch (Verbal report) - Cindy Ralph
 - Hiring of new provincial Libraries Branch Director & Data Coordinator underway
 - Libraries Branch working with some federations to develop library leadership training to be delivered via teleconferences and online learning (e.g. Moodle) that will be available to all BC public library staff , probably by this Fall
 - A shared services project is underway with Ministry of Education & Advanced Education for sharing of digital resources
 - Continuing education needs assessment in collaboration with BCLA. **ACTION:** Ene to follow-up with Cindy to get assessment document(s).
6. Business Arising:
 - a) Bank signing authority update : We now have 3 signing authorities: Ene, Maureen and Karen. **ACTION:** Ene to follow up on removing K. Potts as a signing authority w. Coast Capital now; and K. Anderson after Ene has been a “sponsor” with credit union for 6 months (after Aug. 2015); Karen to take out a membership w. Coast Capital to become our required 2nd “sponsor”; Joan to become 4th signing authority when she can get to a Coast Capital Branch.

- b) Strategic Planning Session – Fall meeting and Strategic Planning Session to be held jointly on Sept. 19 & 20 in Comox/Courtenay area: Board Meeting Fri. 7-9 pm; Strategic Planning Sat. approx. 9 am – 2:30 pm. **ACTION:** Ene to confirm venue and follow-up with facilitator (Geoff Allen, InFocus).
 - c) Storage and access to Federation records – accessing shared cloud storage. **ACTION:** Ene to send reminder about how to access shared federation folder to access board minutes, strategic planning documents, etc. (cloud storage)
7. New Business
- a) Fall meeting on Salt Spring in addition to Strategic Planning session? SEE 6b.
 - b) Budget 2015 - Ene & Library Directors Advisory Group (LDAG)
 - (i) Professional Development - \$15,000.00 budgeted: approx. \$3000.00 spent on Spring Children’s Services workshop; \$8000.00 allocated for conferences/professional development (\$2,000.00 per library); \$4000.00 remaining for 2015.
 - (ii) Collaborative Initiatives Budget - \$5,000.00. Initial allocation of \$1000.00 (\$250.00 per library) allocated to programs that are cost-shared with IslandLink (50/50) or delivered in partnership with at least one other library or agency. This model works for AB, PR and SS. GVPL would like to consider other options for this funding. **ACTION:** Maureen to follow-up with Ene re: GVPL collaborative funding ideas. **ACTION:** Library Directors and Ene to determine guidelines for balance of \$4000.00 in 2015.
 - (iii) Promotion Budget - \$4,000.00 budgeted. Discussion re: joint promotional opportunities and local promotional needs. **ACTION:** Maureen to circulate an idea proposed by GVPL staff for an IslandLink “Get carded” campaign to take place possibly during national library month in October. Ene to contact North Coast Federation which is considering a similar campaign. Please forward any additional ideas to Ene.
 - c) Request for information about joining IslandLink from Southern Gulf Islands Library Commission: Discussion about pros and cons, particularly budget issues; Cindy Ralph provided background about potential for increased funding, if Pender or other Gulf Islands libraries were to join IslandLink, based on Penticton experience with joining the Kootenay Library Federation.

ACTION: Ene will attend an upcoming Southern Gulf Islands Library Commission (SGILC) meeting to provide information about IslandLink and the process for potentially joining IslandLink. The SGILC includes the Pender Island Public Library Association and community libraries run by non-profit organizations on Galiano, Mayne, Saturna and Piers islands.
8. Upcoming Conferences: Vancouver Island Library Staff Conference (April 24); British Columbia Library Association (BCLA)(May 20-22); British Columbia Library Trustees Association (BCLTA)(May 22/23); Pacific North-West Library Association (PNLA) (Aug. 5-7).
9. Next Meeting: Friday, Sept. 18 , 2015, 7-9 pm
Location Old House Village Inn Hotel, Courtenay, BC