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**Saturday, October 29, 2016 Board Meeting, 9 am – 10:50 am**  
**Location: Salt Spring Island Public Library**

**Present:** Linda Rosen, Chair (PR), Joan Watterson, Vice Chair (SS), Linda Gilarski, Treasurer (AB); Zeb King, Trustee (GVPL); Cindy Ralph (Libraries Branch); Terry Noreault, Chief Librarian (PR); Karen Hudson, Chief Librarian (SS); Joyce Wilbey, Chief Librarian,(AB);Maureen Sawa, CEO (GVPL); Ene Haabniit, Manager/Secretary (ILLF).

**MINUTES**

Linda Rosen welcomed everyone to the meeting and thanked Salt Spring Island Public Library for hosting the meeting.

- 1. Agenda. Motion** to adopt the agenda as circulated with amendment to add: (a) correspondence from Mari Martin, Libraries Branch and (b) In Camera meeting re: hiring/transition of new Manager, at end of meeting; and to switch 2017 Draft Budget to after Reserve Policy review: Joan Watterson/Linda Gilarski. Carried.
- 2. Minutes. Motion** to approve Minutes of February 3, 2016 Board Meeting via teleconference as circulated with correction to Lynne Jordon's name: Joan Watterson/Zeb King. Carried.
- 3. Financial Statements to September 30, 2016. Motion** to approve Financial Statements as circulated. Zeb King/Joan Watterson. Carried.
- 4. Correspondence.** Motion to receive and file letter from Mari Martin, Libraries Branch re: funding in support of Pender Island Public Library application to join IslandLink: Zeb King/Joan Watterson. Carried.
- 5. Reserve Funds Policy: Motion** to amend Reserve funds policy with wording to include:  
*Policy Goal: To maintain 6 months of operating funds.*  
*Policy Objective: To maintain a reserve fund of \$60,000.*  
*Budget Surplus: Any budget surplus over the cap amount will be dispersed within one year with board approval.*  
Zeb King/Joan Watterson. Carried.

**Action:** Manager to circulate a copy of the revised policy to the board and library directors prior to next board meeting.

**6. Budget 2017.**

**Motion** to approve 2017 draft Budget as circulated. Zeb King/Joan Watterson. Carried.

**Motion:** Library Directors Advisory Group to make recommendations to board regarding expenditure of any 2016 surplus. Zeb King/Linda Gilarski. Carried.

- 7. Board elections:** For information: next board election: per our federation agreement: “A Chairperson and Vice-Chair-person and Treasurer are elected at the first meeting of each fiscal year.”

Guests, Lyn Greenhill, Trustee and Carmen Oleskevich, Manager, from Pender Island Public Library entered the meeting and were introduced.

**8. Libraries Branch Report** – Cindy Ralph – verbal report.

*Inspiring Libraries, Connecting Communities: A vision for public library service in British Columbia*, new provincial strategic plan, has just been released. Next step is for the Branch to consult with library community re: implementation as per recent discussions at Association of BC Public Library Directors (ABCPLD) meeting. There is no increased funding to meet the objectives of the new plan.

- 9. Manager’s Report**, February - October, 2016. Motion to receive and file. Zeb King/Joan Watterson. Carried.

- 10. Recruitment of new Manager** – Linda Rosen & Joan Watterson - verbal report. IslandLink received many strong applications which were reviewed with assistance from Maureen Sawa and Karen Hudson. Recommendation for hiring to take place during in camera portion of the meeting.

- 11. Strategic Planning Update** – Ene Haabniit - verbal report.  
Manager recommends reviewing the plan in 2017.

**12. 2017 Proposed Meeting Dates:**

- January 2017 - via teleconference or skype
- September in person meeting in Alert Bay – not Labour Day and not near UBCM (25<sup>th</sup>-29<sup>th</sup>)

**Action:** Manager to send out doodle polls to confirm dates.

Cindy Ralph, Lyn Greenhill, Carmen Oleskevich and Ene Haabniit left the meeting.

- 13.** In camera session re: hiring of new manager.

The meeting adjourned at 10:50 am.