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Minutes of the IslandLink Library Federation Board Meeting
Thursday, February 18, 2021
2:30 – 3:35 pm
Location: Zoom Meeting

Present: Judy Nurse, Vice Chair (SSIPL); Linda Gilarski, Treasurer (ABPL); Joy Davis, Trustee (GVPL); Selina Smith, Trustee (PRPL); Rebecca Burbank, Chief Librarian PRPL; Karen Hudson, Chief Librarian SSIPL; Maureen Sawa, Chief Executive Officer GVPL.

Guests: Amanda Hunter, Alternate PRPL; Wendy White, Staff ABPL

Regrets: Joyce Wilby, Chief Librarian ABPL

Welcome and introductions – Judy Nurse, Vice-Chair

1. Adoption of Agenda
Agenda was approved

2. Draft Minutes of October 16, 2020 Board Meeting

Motion: To approve the Minutes of October 16, 2020 as circulated. Moved by Linda Gilarski, seconded by Joy Davis. 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."

Chair: Judy Nurse was elected Chair for 2021 by acclamation

Vice Chair: Selina Smith was elected Vice Chair for 2021 by acclamation

Treasurer: Linda Gilarski was elected Treasurer for 2021 by acclamation

4. Libraries Branch Report – no report submitted

Action: Laura will submit question from the Board asking if the change of Ministry for Public Libraries Branch will have any impact for the Federation.

5. Chair Report – Judy

Judy reported on the performance review process of Laura, IslandLink Federation Manager. The process included a poll of the trustees and Chief Librarians and a conversation with Laura.

6. Correspondence – no correspondence received

7. Manager's Report – Laura

Laura presented the Manager's Report for the period October 2020 – February 2021

8. Financial Report – Linda G./Laura

Laura presented the IslandLink Financial reports to December 31, 2020

9. 2021 Budget – Linda G./Laura

Laura presented a draft budget for 2021

Motion: To approve the 2021 budget as presented. Moved by Joy Davis, seconded by Selina Smith. Carried

10. Strategic Plan

Update

Laura reviewed progress updates to the Strategic Plan.

Discussion on Goal 1. Action a) Explore the viability of a new membership category such as "Associate member" for neighbouring library systems.

At the previous meeting Laura & Karen Hudson were assigned the Action to approach Pender Island Public Library Manager, Carmen Oleskevich, to ascertain if the Southern Gulf Island Community Libraries would be interested in becoming an Associate Member.

Laura & Karen reported that Pender Island Public Library was extremely interested in the prospect of becoming an Associate Member.

Laura also had an Action to discuss this project with Libraries Branch

Laura reported that Public Libraries Branch would require IslandLink to change our Federation Agreement to accommodate an Associate Member. Also, if this category were created then IslandLink could be directed to use our annual grant funding to benefit PIPL as well as the other IslandLink member libraries.

Motion: IslandLink Library Federation will partner with Pender Island Public Library without creating an Associate Member status. Moved by Joy Davis, seconded by Linda Gilarski. Carried

Discussion on Goal 1. Action b) Collaborate with libraries on and adjacent to Vancouver Island to webcast or podcast segments of the annual Vancouver Island Library Staff Conference.

Previously the VILSC organizers were not supportive of this initiative as they felt the in-person conference was important and central to their purpose. However, due to COVID, they are now offering a virtual conference.

Action: Maureen will re-visit this project with the VILSC committee at their post-conference debrief meeting.

Discussion of Lending Connectivity Tools

Rebecca reported on a proposed PRPL pilot project. Karen and Maureen gave reports on status and thinking in their libraries.

Considerations:

- Expensive
- Loss of devices
- Staff time to ready devices between checkouts
- Patron privacy
- Communications with partners

Action: Rebecca to keep the IslandLink Board aware of new developments in this area.

Action: Members to bring forward other project ideas

11. Other Business

Record of In-camera decision of Oct. 16, 2021.

The ILLF Board passed a motion "That the Island Link Library Federation provide the manager with an annual salary increase, starting in January, based on the BC cost of living increase from the previous year." The percentage is available annually by September. For 2021 the salary was increased by 2.1%

12. 2021 Fall Meeting – Salt Spring Island

Tentative plans for a Fall in-person Board meeting on Salt Spring Island. Possible dates are October 1 & 2.

Action: Laura to send out Doodle Poll to set date

13. Adjournment

Motion: to adjourn the meeting at 3:40 pm. Moved by Linda Gilarski. Carried

The meeting was followed by Round Table updates from each member library.