

Radium Hot Springs Public Library Board Meeting

August 23, 2016

4:30 p.m.

1. Call to Order – 4:30 p.m.

2. Members Present: Jane Thurgood Sagal (chair), Linda Forbes, Jill Logan, Tom Symington, Karen Bedford, Jane Jones (library director)

Regrets: Joanne Steedman

Absent: Karen Larsen

3. Review Agenda - M/S Jill Logan/Karen Bedford to adopt the agenda as circulated and amended. Carried.

4. Approval of the minutes of the June 22, 2016 board meeting

M/S Jill Logan/Linda Forbes that the minutes of the June 22, 2016 meeting be adopted as circulated. Carried.

5. Reports

a) Library Director's Report (Jane Jones)

Radium Days Parade – excellent event.

Book Sales – June 30 – Table in front of the library. Not very successful because of location.

July 30 – Karen B & Jane TS. 9:30 to 12:30.

Table located between the liquor board store and coffee shop. Successful.

Summer Reading Program – ends August 25. 21 participants this year. The program once again ran concurrently with the Village's Adventure Radium program.

Teddy Bear Picnic, August 13th – 14 children attended the picnic. Their parents thought it was a great program. A picture of the event appeared on the front cover of the Valley Echo (August 17). The picnic included a story time, music (dancing) followed by cookies and juice. This is a program for preschoolers.

Temporary Library Card – none distributed this summer.

Rotary Invitation – Wednesday, October 5, 2016. Seeking ideas for the presentation: outreach to seniors, books in the coffee shop, taped books, children's books. **Action: Bring your suggestions to our September meeting.**

New Computer System – new computer has been installed. There are still some bugs to iron out. This provides an opportunity to clean out files and organize new file titles.

Unanticipated expense incurred: two hours plus tax (approximately \$200). Tabled until further information received. **Action: Jane J. will obtain an invoice for the additional work. Jill will explore budget possibilities.**

Lego Club – Discussion with regard to the appropriate time for this seasonal activity. Tuesday night is still a good time. Attendance ebbs and flows. We do have a good supply of Lego!

Holiday schedule/Volunteer involvement (Sept. 5 – 22). Schedule is filling up. Two volunteers per opening time. The library director will arrange to have two volunteers here at all times. We need one computer literate volunteer per session. Library director has placed a hold on interlibrary loans for two weeks.

Key log. Suggestion – Village to maintain the key log. **Action: for future discussion.**

b) Financial Report (Linda Forbes)

Term investment is up for renewal.

M/S Karen Bedford/Jill Logan to renew our investment (\$5,364.10 from Kootenay Saver Term #13) with the Kootenay Saver for a one-year term. Carried.

M/S Karen Bedford/Jill Logan to accept the cheque register from April 19th to August 18th as circulated. (#421 - #454). Carried.

We may receive some money from the bottle depot located behind the GasPlus.

c) BCLTA conference Follow-up (Tom Symington)

The theme was *Libraries Connect*. Trustee Round Table Report. **Action: Tom will circulate this report to all board members.**

6. Unfinished Business

a) Volunteer Recognition Event

The potluck event at Linda Forbe's house on Wednesday, June 22 was very successful. A brief board meeting preceded this event. (See approved minutes of the June 22, 2015 board meeting.)

Action: The library will reimburse Linda for a portion of the out-of-pocket expenses related to the volunteer recognition event.

7. New Business

a) Book sale on the September long weekend. **Action: Jane TS will work with Jane J to find another volunteer for this event, weather permitting.**

b) Friends of Radium Library - the library needs to reach out to its patrons. KLF will have a discussion this fall in October. **Action: Discuss at November meeting.**

8. Policies

Review and adopt draft policies (library board, professional development, travel expenses).

Action: Tabled until next meeting.

9. Correspondence

-- Ministry of Education letter received regarding grant funding (Resource Sharing Grant, BC OneCard and Grant, Equity Grant).

- BCLA email – letter of thanks for participation at the May conference in Richmond.

- Libraries Branch email – renewed vision and strategic plan has been circulated for comments by trustees who expressed interest in having some input. **Action: Jane TS and Tom will complete their review and provide their input prior to the August 30 deadline.**

10. Date of Next Meeting

Tuesday, September 27, 2016 at 4:30 p.m.

11. Adjournment – 6:03 p.m.

Minutes recorded by T. Symington.



Secretary (Library Director)



Board Chair

I hereby certify that these minutes are correct