

Radium Hot Springs Public Library Board Meeting

August 22, 2017 at 4:30 p.m.

1. Call to Order – 4:35 p.m.

2. Members Present: Jane Thurgood Sagal (chair), Linda Forbes, Jill Logan, Tom Symington, Stephanie Schroeder, Jane Jones (Library Director)

Regrets: Joanne Steedman, Ron Verboom

3. Review Agenda - M/S Linda Forbes/Stephanie Schroeder to adopt the agenda as circulated. Carried.

4. Approval of the minutes of the June 20, 2017 board meeting

M/S Stephanie Schroeder/Linda Forbes that the minutes of the June 20, 2017 meeting be adopted as circulated. Carried.

5. Reports –

a) Library Director's Report (Jane Jones)

- Summer reading program. Statistics. Approximately 20 registrations. Books have been returned.
- Teddy Bears' Picnic – A great success. Picture in the Pioneer.
- Children's Books – **Decision/Action:** Linda Forbes will take them to one of the next book sales.
- KLF Children and Teens Conference for library directors in Nelson on Friday, September 29 from 9 a.m. to 4 p.m. No financial assistance is available from KLF.

Decision/Action: Jane J. to attend.

- First Nations Book Collection (mini library). David Ellis.
- New laptop computer – for use by volunteers (when patrons are using the second library computer), or library director when working at home or in library.
- Children working in the library – always with an adult working at the Library present.
- Registered adult membership - 445
- Juvenile - 143
- One Card - 50
- No fines
- Population statistics for the Village of Radium Hot Springs: 2011 – 777, 2016 – 776

Permanent residents 2017 – approximately 800

Summer population 2017 – approximately 5,000

- Fundraising for the new library. Discussion.

Decision/Action: Stephanie will investigate fundraising options from foundations. All board members to bring their ideas to our next meeting.

b) Financial Report (Linda Forbes)

No written financial report available due to new employee and new accounting software. We will have one next meeting.

GIC matures in September. M/S Linda Forbes/Tom Symington that a term deposit of \$5,419.50 due September 18 be reinvested with the Kootenay Saver. Carried.

- Garage Sale - \$1895.75. Garden Group received \$947.88. Thanks to the Horsethief Creek Pub "Give-Back-Sunday" donation of \$239.00.

Decision/Action: Linda Forbes will send a thank-you note to Mike Gray.

- Book Sales – Jane TS and Linda held one on the August long weekend. Donations totalled \$79.00.

Decision/Action: Next sale – September 9 (Linda and Jane TS). September 16 - Jane Jones and Jane TS will touch base about a sale on that date.

6. Unfinished Business

a) Volunteer Recognition (debrief): Thursday, July 27. 4:00 to 6:00 p.m. at Linda's home

Very successful. Thank you to Linda Forbes for opening her home.

b) Follow-up to 2016 BCLTA Conference – Trustees Round Table

* Question #2: What does success look like for a library board and how is our board being successful?

Decision/Action: Jane TS will collate our rating regarding board success for our next meeting.

c) Endowment Fund

- Draft #4 description for web site. Discussion.

Decision/Action: Description is ready for posting, after minor edits are made, on the library website.

7. New Business

a) Review of library website – some information is dated.

Decision/Action: Jane Jones will email Eggplant to find out the password for our website.

b) Endowment Fund Donor Agreement – Pop Quiz (pair task). Congratulations to Linda and Stephanie for the highest mark.

c) Strategic Planning Session – September 21, 3:00 – 6:00 p.m. at Linda's.

d) Budget projections for 2018.

Decision/Action: Jane TS and Linda Forbes will do some preliminary preparation with a “move-in” date of July 1.

8. Policies

a) Criminal Record Checks for Volunteers and Parent Signatures for Youth Volunteers

(Jane Jones) Tabled.

9. Correspondence – None to report.

10. Date of Next Meeting – Tuesday, September 26, 2017 at 4:30

11. Adjournment – meeting adjourned at 6:10 p.m.

Minutes recorded by T. Symington.


Secretary (Library Director)


Board Chair