

Radium Hot Springs Public Library Board Meeting

January 17, 2017 at 3:30 p.m.

1. Call to Order – 3:30 p.m.

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

3. Introduction of New Trustee – Board chair Jane Thurgood Sagal welcomed Stephanie Schroeder, a Village of Radium Hot Springs appointee to the board. Stephanie introduced herself to the board. The other board members then introduced themselves to Stephanie.

4. Review Agenda - M/S Jill Logan/Linda Forbes to adopt the agenda as circulated and amended. Carried.

5. Approval of the minutes of the November 29, 2016 board meeting

M/S Jill Logan/Ron Verboom that the minutes of the November 29, 2016 meeting be adopted as circulated. Carried.

6. Reports –

a) Library Director's Reports (Jane Jones)

Weeding of books over ten-years old has begun. The library requires computer literate volunteers and a location for storing weeded books. **Action:** Joanne will take some of the young-adult non-fiction books that were weeded to the Edgewater School to see if any students are interested in them. If they are not taken, they will be sold at the next book sale.

Books for Babies: A new book and CD is available. Six copies of each will be ordered. **Action:** Stephanie will do some research into how we can find out about recent births in the Radium and Edgewater area.

Saturday, February 4 – Valentine crafts and stories for all ages.

Author visit – Elinor Florence. **Action:** Jane J. will continue with arrangements for this event.

Summer program – The Radium Village Adventure Program will be organized once again this summer. The Summer Reading Program will continue to be part of the overall program.

2016 monthly statistics including volunteer hours, new members, visitors, patrons, etc. was circulated prior to the meeting. Discussion and analysis of statistics. Most of our books are borrowed by children.

b) Financial Report (Linda Forbes)

Not available this month. All of the library's 2016 financial statements are in the auditors' hands for the annual audit.

7. Unfinished Business

- a) Non-Profit Advisors Program – January 12, 2017 meeting was attended by Tom, Linda, Jane J. and Jane TS. Kevin Allen from the CBT facilitated this meeting. We will be receiving a summary of our discussion for verification later this week. We can expect to have his recommendations delivered to us in a month's time.
- b) CBT Grant (Jill) – Application information has not yet been received. **Action:** Jill will complete the application for a library laptop and iPad.
- c) Board Self-evaluation (Jane TS) – The summary of the results provided us with valuable feedback. **Action:** Board members will review the questions prior to our next evaluation.

8. New Business

- a) CVCF – **Action:** Tom, Linda and Stephanie will investigate the possibility of establishing a Radium Hot Springs Public Library Endowment Fund at the Columbia Valley Community Foundation. **Action:** Tom will set up a meeting with Laurie Klassen of the CVCF.
- b) Give Back Sundays – **Action:** Jane Jones will contact the Horsethief Creek Pub to find out if we can participate once again. Note to Tom: bold font removed from Jane's name
- c) Memo to RDEK (attached to agenda) – The memo was discussed and approved by the board. **Action:** Jane TS will send the memo to the RDEK with a copy to Mayor Clara Reinhardt of the Village of Radium Hot Springs.
- d) Attendance at BCLTA Conference – April 21-22, 2017 (potential cost analysis attached to the agenda). Discussion. While funds have been dedicated to professional development, additional analysis is required to determine if attendance at the conference is feasible. **Action:** Jane TS to complete cost analysis for potential conference attendance.
- e) Follow-up to BCLTA Conference – Trustees Round Table

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

9. Policies

- a) Suggestions for further policy development. Item tabled.

Action: Jane TS and Tom will present options for new policies at our next meeting.

10. Correspondence – Email from Ministry of Ed – Rural Education Engagement.

11. Date of Next Meeting – Tuesday, February 21, 2017 at 4:30 p.m.

12. Adjournment – meeting adjourned at 5:20 p.m.

Minutes recorded by T. Symington.

Secretary (Library Director)

Board Chair ✓ ✓