

**Radium Hot Springs Public Library (RHSPL) Board Meeting
September 21, 2023 @ 4:30 pm MST, Board Meeting, MP Room/Zoom**

Minutes

Board Members Present:

Kristin Insull, RHS, Chair, BCLTA Rep
Anne Jardine, Area G Rep, Vice Chair
Linda Maurer, RHS, Treasurer
Jen Tagg, Area F Rep, KLF Rep
Jane Power, RHS
Brenda Hannah, RHS

Ex Officio Members:

Jacqueline Kozak, Library Director, Secretary

Absent:

Christi Ferguson-Huston, Village Council Rep
Jill Logan, Village RHS Rep

#	Agenda Item	Action By
1.	Kristin called the meeting to order at 4:32pm Quorum has been reached.	
2.	Land Acknowledgement. <i>We would like to start off by acknowledging that we are meeting on the traditional and unceded territory of the Ktunaxa and Secwepemc peoples and the Metis. We are grateful for the land in which we can gather, learn, and share.</i>	
3.	Anne moved to Approve Agenda. Jane seconded. Motion Carried.	
4.	Brenda moved to approve August 17, 2023, Board meeting minutes. Jen seconded. Motion carried	
5.	Unfinished business arising from August 17, 2023, Minutes	
5.1	2023 Budget Overview Director opened the discussion for any follow-up questions. No additional questions from the board.	
5.2	Vacation Policy Discussion Anne Moved to enter in-camera discussion. Jane seconded. Carried. Anne Moved to come out of in-camera discussion. Kristin seconded.	Kristin

#	Agenda Item	Action By
6.	New Business	
6.1	Consent Agenda - Reports	
6.1.1 6.1.2 6.1.3 6.1.4 6.1.5	Review of the Consent Agenda as Presented Financial Report Library Directors Report KLF Report Jen and Jackie attended the KLF meetings in Creson and provided updates on discussions, professional development, and board liability coverage. BCLTA Report Friends Liaison Report Anne Moved to accept the consent agenda as presented. Jane Seconded. Motion Carried.	Jen, Jackie
6.2	Policy Committee Member Appointment Jane volunteered to join the Policy Committee. Anne Moved to appoint Jane to the Policy Committee. Linda seconded. Motion Carried.	Jackie, Kristin, Jane
6.3	Board Roles and Responsibilities Trustees reviewed a document clarifying board roles and responsibilities. Request for Director to develop month end roll up for board to get a sense of financials prior to when they are complete by the bookkeeper. Anne Moved to incorporate KLF roles document into policy manual. Kristin seconded. Motion Carried	Jackie
6.4	Question Period. No additional questions.	
7	Perpetual Calendar Reviewed upcoming listings.	
8	Dates for next meetings (note Thursdays) October 19, 2023	
9	Linda moved the meeting be adjourned at 6:03pm	

Minutes submitted by

Jacqueline Kozak, Library Director

September 21, 2023, RHSPL Board Minutes Approved on October 19, 2023

Kristin Insull, Board Chair

Jacqueline Kozak, Library Director, Secretary

