

Radium Hot Springs Public Library (RHSPL) Board Meeting
Thursday, November 2nd 4:30 pm MST, Board Meeting, MP Room

Minutes

Board Members Present:

Kristin Insull, RHS, Chair, BCLTA Rep
Anne Jardine, Area G Rep, Vice Chair
Linda Maurer, RHS, Treasurer
Christi Ferguson-Huston, Village Council Rep
Jane Power, RHS
Brenda Hannah, RHS

Ex Officio Members:

Jacqueline Kozak, Library Director, Secretary
Jill Logan, Village RHS Rep

Absent:

Jen Tagg, Area F Rep, KLF Rep

#	Agenda Item	Action By
1.	Kristin called the meeting to order at 4:33pm 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 chosen home of the Metis. We are grateful for the land in which we can gather, learn, and share.</i>	
3.	Brenda moved to approve the Agenda. Linda seconded. Motion Carried.	
4.	Request to add Brenda to members present on September 21, 2023, Board Minutes.	Jackie

#	Agenda Item	Action By
	Linda moved to approve September 21, 2023, Board meeting minutes. Jane seconded. Motion carried.	
5.	Unfinished business arising from September 21, 2023, Minutes	
5.1	In-Camera Session Christi moved to go into an in-camera meeting. Brenda seconded. Motion Carried. Brenda Moved to approve Vacation Policy as presented. (To be made Effective January 1, 2024.) Christi seconded. Motion Carried.	
6.	New Business	
6.1	Reports Agenda	
6.1.1 6.1.2 6.1.3 6.1.4 6.1.5	Review of the Reports as Presented Financial Report Library Directors Report KLF Report BCLTA Report Friends Liaison Report Jane Moved to accept the reports as presented. Anne seconded. Motion Carried.	
6.2	Motion for Auditor Bid Director posed the question should changes to the audit process occur, would the board prefer to follow suit with the Village or hire our own auditor. Linda Moved the library board continue using the same auditing services as the Village. Jane seconded. Motion Carried.	Jackie
6.3	Friends of the Library Contribution Friends' liaison provided an update from the Friends. The Friends volunteers have agreed to contribute \$2,000 per year for 2024-2025.	

#	Agenda Item	Action By
6.4	<p>2024 Preliminary Budget Review The board reviewed the preliminary 2024 budget.</p> <p>Brenda moved to go in-camera to discuss personnel. Christi seconded.</p> <p>Linda moved to accept the directors request to increase budget item for discretionary spending in 2023.</p> <p>Brenda moved to approve the 2024 draft budget for distribution to the RDEK. Linda Seconded. Motion carried.</p> <p>Director to speak with the RDEK to request to present a draft budget to the RDEK in 2023 and an Amended budget in the New Year.</p>	Jackie Kristin
6.5	<p>Review Trustee Terms of Service Trustees reviewed terms of service. Kristin's term is up for renewal. Renewal to be discussed at next meeting.</p>	
6.6	<p>Question Period No questions</p>	
7	<p>Perpetual Calendar Reviewed (month) listings.</p> <p>Director to send out board evaluation for completion prior to our next meeting.</p>	
8	<p>Dates for next meetings (note Thursdays) November 16, 2023</p>	
9	<p>Kristin moved the meeting be adjourned at 6:11pm</p>	

Minutes submitted by

Jacqueline Kozak, Library Director

November 2, 2023 RHSPL Board Minutes Approved on November 16, 2023

Kristin Insull, Board Chair

Jacqueline Kozak,
Library Director, Secretary