

Radium Hot Springs Public Library (RHSPL) Board Meeting
Thursday April 18, 2024, 4:00 pm MST, Via Zoom

Minutes

Board Members Present:

Anne Jardine, Area G Rep, Chair
Christi Ferguson-Huston, Village Council Rep
Jane Power, RHS
Linda Maurer, RHS
Kumari Campbell, RHS
Jen Tagg, Area F Rep, KLF Rep

Ex Officio:

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

Guests:

Mario Piroddi (BDO)

Regrets:

Brenda Hannah, RHS

#	Agenda Item	Action By
1.	Anne called the meeting to order at 4:04pm	
2.	Land Acknowledgement. <i>We would like to start off by acknowledging that we are meeting on the traditional and unceded territories of the Ktunaxa and Secwepemc Peoples, and the chosen home</i>	

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	<i>of the Metis. We are grateful for the land in which we can gather, learn, and share.</i>	
3.	<p>Anne suggested to put 6.1 ahead of unfinished business. Jen moved to approve, Christi seconded.</p> <p>Kumari suggested an addition to the agenda, 6.6 Chamber of Commerce Seminar.</p> <p>Kumari moved to approve the Agenda with the two revisions. Jen seconded. Motion Carried.</p>	
4.	<p>Approve March 21, 2024 Meeting Minutes Small revision required: remove vice chair and list Anne as “chair”.</p> <p>Anne moved to approve March 21, 2024, Board meeting minutes as presented. Kumari seconded. Motion carried.</p>	
5.	<p>Unfinished business arising from March 21, 2024 Minutes N/A</p>	
6. 6.1	<p>New Business</p> <p>2023 Audit – BDO Guest: Mario Piroddi</p> <p>Reviewed Financial Statements- audit did present fairly and transparently. The auditor was pleased. Without the Library Enhancement Grant we would have been over budget by about \$10,000. The Grant can't be a deferred revenue, so it appears as a big surplus (\$65,00 unrestricted (to keep staff paid and the lights on) and (\$104,000 of surplus).</p> <p>Christi moved to accept the results of the audit/financial statements as presented. Jen seconded. Motion carried.</p>	<p>Finance Committee: Do we want to put a portion of the library enhancement grant into a short-term high interest savings account? Or other investment? Committee to research some</p>

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6.2	<p>Reports Agenda Review of the Reports as Presented: 6.2.1 Financial Report 6.2.2 Library Directors Report 6.2.3 Friends Liaison Report 6.2.4 KLF Report</p> <p>Christi moved to accept the reports as presented for information. Jen seconded. Motion Carried.</p>	<p>options and interest rates for the next meeting. Next Meeting- The Board should be able to make a motion to approve 3 months' worth of financials, as at this point they have just been accepted as information, not as official financial statements.</p>
	<p>In-Camera- Personnel Discussion</p> <p>At 4:40, Jane moved to go "in-camera". Kumari seconded. Motion Carried.</p> <p>At: 5:05, Jen moved to move out of "in-camera". Christie seconded. Motion Carried.</p>	
6.3	<p>Bylaw Recommendations Due to vandalism and fire risk, the library should look into providing an exterior book return bin or modifying the existing bin.</p>	<p>Jackie- Please research book return bin options with pricing/shipping charges, etc.</p>
6.4	<p>2023 Annual Report</p>	

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	<p>Jackie did a great job of putting together an informative and attractive report.</p> <p>Jane moved to accept the annual report as presented. Kumari seconded. Motion carried.</p>	
6.5	<p>RDEK 2024 Grant Letter</p> <p>The letter shows funding that will be provided for the next 3 years (2025, 2026 and 2027 with an annual increase of 2% each year). We don't need to submit a budget or letter requesting funding until (potentially) 2028.</p>	
6.6	<p>Chamber of Commerce Seminar</p> <p>Kumari shared information with the Board about an upcoming seminar at the Chamber of Commerce on May 2nd (Hiring & Onboarding Best Practices). She will be attended the seminar on May 2nd and the one offered by the KLF on April 30th (<i>Boards as Employers</i>). Jackie will also attend this seminar.</p>	
6.7	<p>Question Period</p> <p>N/A</p>	
7.0	<p>Perpetual Calendar</p> <p>Reviewed Upcoming Calendar Items.</p>	
8.0	<p>Dates of Upcoming Meetings (Thursdays) @ 4pm</p> <p>May 16, 2024 June 20, 2024 July 18, 2024</p>	<p>Next Meeting-</p> <p>The next meeting will be a dinner meeting and the Board's opportunity to meet Danielle.</p>

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		Jen will send out more info about the dinner after May 1 st .
9.0	Adjournment Kumari moved the meeting be adjourned at 5:46pm	

Minutes submitted by:

Jen Tagg, Area F Rep, KLF Rep

April 18, 2024 RHSPL Board Minutes Approved on May 16, 2024

Board Chair

Jacqueline Kozak, Library Director, Secretary