



**Nelson Public Library Board  
Regular Meeting  
Tuesday, May 17, 2023**

*Minutes*

**In Attendance**

Tracey Therrien, Chief Librarian  
Anni Holtby  
Caroline McChesney  
Laurie Langille  
Dale Butterfield  
Kathleen Cauley  
Randi Fjeldseth  
Sue Adam (arr 6:45)

**Regrets**

Lesley Garlow  
Michelle Sylvest  
Jesse Pineiro

Recorder- from recording: Zoë Creighton  
Guests: Friends of the Nelson Library Chair,  
Janice Cooper and Secretary Linda Mae Findly

	SUMMARY OF ACTIONS FROM THIS MEETING	Who	By When
1.	Develop budget for bequest/legacy fund development program	Sue	Summer
2.	Prepare next board activity for advocacy work	Kathleen	June meeting
3.	Distribute skills matrix and Trustee profile	Laurie	June

Meeting called to order at 6:31 PM by Anni Holtby.

Anni welcomed guests, and introductions were made.

Randi Fjeldseth offered the Land Acknowledgement

**1. Adoption of Regular Agenda**

**M/S**            K. Cauley/L.Langille

That the Agenda for the meeting be adopted as circulated. **CARRIED.**

**2. Adoption of Consent Agenda**

- Minutes of April 18, 2023 Meeting
- Correspondence to the Board
- Committee reports
  - Fund Development: Dale
  - Friends of the Library: Dale

Anni Holtby declared the consent agenda accepted.

**3. Committee Reports**

- **Gov and Nominations:** Laurie  
- *Board self-evaluations and Skills Matrix*

Laurie provided an overview of the Committee’s last meeting.  
Next steps on evaluations – bundle information to other committees, to ensure results of survey are used and helpful.  
Skills matrix and Trustee profile survey will be forthcoming

- **BCLTA:** Michelle  
- *AGM Date and NPL voting representation*

Anni spoke in Michelle’s absence – BCLTA AGM is on May 29<sup>th</sup>. Anni is unable to attend, and asked for interest from other Trustees. Michelle plans to attend, but there is an opportunity for another Trustee to participate. Caroline agreed to attend as NPL voting rep.

- **KLF:** Randi  
- *AGM and Spring Meeting*

Randi reported that she’s awaiting the minutes of the AGM – although they might not be distributed until next spring. There are new co-chairs (from Grand Forks and Trail Libraries), and the budget was passed.

#### 4. Librarian’s Report

Tracey provided an overview of her circulated report.  
Partnerships, Training, Grants and Funding were the themes from this month – Tracey outlined highlights under these themes. Funding Applications to the Osprey Foundation and Redirected funds from the Trust were both successful.

#### 5. Board Annual Agenda: For Information Only

May:

- Invite RDCK Area H, F & E to board meeting (Not in attendance at this meeting- they will come in June)
- Conduct Board self-evaluation

June:

- Information sharing session with Friends of the Nelson Public Library
- Invite Friends Executive to Board meeting (in attendance in May due to the Regional District reps schedule change)

#### 6. Business/Action items arising from April’s Minutes

REVIEW OF ACTIONS FROM APRIL MINUTES	WHO	STATUS
1. Confirm Board and Staff Lunch	Tracey	June 20 <sup>th</sup> at Noon
2. Share Safe Harbour training link	Sue/Michelle	Done
3. Invite RDCK Area F,H and E directors to May Library meeting	Randi, Anni, Tracey	Done
4. “Advocacy Story” survey - create, send and fill out	Kathleen create and send	Revised + sent

5. Enquire about NPL BCLTA voting representative	Michelle	Done
6. Ask Trustees who were absent to create stakeholder list. Share with Fund Dev. Cttee	Anni	Link on Google Docs

## 7. Friends of the Library: annual visit

Anni warmly welcomed guests from the Friends, who shared about their activities – including another booksale at the end of June. A discussion ensued, Anni provided some perspectives on the Library’s activities and the Fund Development committee strategies.

## 8. Advocacy

- *Advocacy Story activity: Kathleen*  
Kathleen led the group through an exploration of what each person’s connection is to the NPL/what has inspired folks to be here. Next month – “what are we advocating for? What is our elevator pitch?  
Naming conventions in google docs were also discussed.
- *Trustee Stakeholder list: Anni*  
Anni facilitated a conversation around a previous community connections conversation in an effort to generate a stakeholder list, and cluster areas of stakeholders to prioritise going forward. The conversation was based upon what current initiatives resonate most with Trustees, and which particular stakeholders need to be considered - what is the priority cluster to focus upon this year? It was agreed that telling *the story* if the NPL is essential.

Some cluster ideas included:

- *Business communities – Chamber, CFCK*
- *Social/Community services - KCDS*
- *Local government*
- *Indigenous relations*
- *Arts and culture*
- *Newcomers + Immigrant groups*
- *Education sector*
- *Groups who need belonging and increased accessibility, spared from discrimination*
- *Running and athletic associations*

**Question percolated:** How does the bricks and mortar facility plan attract stakeholders? Who is most impacted by this?

- *General Donations/Bequests/Legacies: Sue*  
Sue presented some general campaign ideas – e.g. replacing furniture. Two general requests each year – May and the Fall.  
Legacy donations take more planning – NPL might look into people who both have and don’t have connections to the Library. Sue recommends that the NPL work with the Osprey Foundation on bequests – as well as a tasteful brochure at funeral homes.

**9. Trustee Board Development**

None reported.

**10. Meeting Check-in**

Trustees did a round table stating “I appreciated..” or “I am committed to..”

This is an effort to regularly evaluate board meetings and where they can be improved.

**M/S** K/ Cauley/R. Fjeldseth

That the Regular meeting be adjourned. **CARRIED.**

Meeting adjourned at 8:22 PM