



**Nelson Public Library Board
Regular Meeting
Tuesday, June 20, 2023**

Minutes

In Attendance

Tracey Therrien, Chief Librarian
Anni Holtby
Caroline McChesney
Randi Fjeldseth
Sue Adam
Kathleen Cauley
Laurie Langille

Regrets

Lesley Garlow
Dale Butterfield
Jesse Pineiro
Michelle Sylvest

Recorder: Zoë Creighton
Guest: Tom Newell

	SUMMARY OF ACTIONS FROM THIS MEETING	Who	By When
1.	Review results of Board surveys by committee, to see which committee should pursue which priority.	Fund Dev; Personnel; Governance Cttees	Summer meetings
2.	Synthesize KLF minutes for board interest	Randi	Sept. meeting

Meeting called to order at 6:36 PM by Anni Holtby. Sue Adam offered a territorial acknowledgement and welcome.

RDCK Director Tom Newell was welcomed, introductions ensued.

1. Adoption of Regular Agenda

M/S C. McChesney/ S. Adam

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

2. Adoption of Consent Agenda

- Minutes of May 16, 2023 Meeting
 - removed from consent agenda due to two typos.

No declaration of approval was necessary.

3. Minutes of May 16th

M/S L. Langille/K. Cauley

That the minutes of the May 16, 2023 meeting be approved as distributed, with the correction of two typos. **CARRIED.**

4. Committee reports

- **Governance and Nominations**

- *Self-evaluation results*

- Laurie presented the results of the recent survey, and provided responses and reflections from the perspective of the Governance Committee.

- She invited comments and further discussion around some stated deficiencies. (which were minimal).

- *Board skills survey*

- Laurie provided a preliminary report on the survey results, and handed out some results that provided responses to the questions: “Rate your experience in XYZ categories”; Rate your knowledge in XYZ topics”; and “What is most important to you on board work”? A discussion ensued.

- It was agreed to prioritise what to pursue for training, and board recruitment etc., and to parse these priorities out for work among various committees and/or board generative discussions.

- Trustees warmly thanked Laurie for her efforts.

- **Friends of the Library**

- Dale was not present.

- **BCLTA**

- Michelle was not present.

- **KLF**

- Randi mentioned the meeting minutes, which she recently received. She will review and report back in September.

3. **Board Annual Agenda**

June: RDCK Directors attend meeting

September: Strike nominations committee if necessary

4. **Librarian’s Report**

Tracey offered an overview of her report with the lens of the breadth of ages of both patrons and community members who are affected by the Library’s work.

Tracey invited questions and further clarification. Trustees reflected on the benefits of having Tracey’s report tied so clearly to the strategic framework and values, and on how active the staff are in successfully engaging the community.

Tracey also mentioned that there has been an increase in folks who are unhoused spending time in the Library, occasionally resulting in challenging situations for staff and patrons. A discussion ensued.

5. **Business/Action items arising from Minutes**

REVIEW OF ACTIONS FROM MAY MINUTES	WHO	STATUS
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1. Develop budget for bequest/legacy fund development program	Sue	Summer
2. Prepare next board activity for advocacy work	Kathleen	On track
3. Distribute skills matrix and Trustee profile	Laurie	Done
4. Ask Trustees that were absent to create a stakeholder list. Complete lists and share with Fund Development Committee https://docs.google.com/spreadsheets/d/1rT1W4iN9wdogpjFLJsiCs1J0ut9LhY4hil8sO4r1rvE/edit?usp=sharing	Anni	Up to date

6. RDCK Area Director Guests

Tom Newell shared updates on happenings in Area F, including revising their outreach program, and holding community meetings. Trustees expressed appreciation for Tom's approach and engagement and thanked him for attending the meeting.

7. Accessible Library Membership

M/S S. Adam/ C. McChesney

That the Board approve the implementation of an *Accessible Library Membership* and discontinue the *Welcome Card membership*.

A discussion ensued. The program will not be promoted, but these memberships will be available when appropriate based upon a conversation with the patrons. The Welcome Card will be rolled into the Accessible Library Card. Policy will be changed accordingly and will eventually come up for review by the Board. This motion aligns with our value of universal and equitable access.

CARRIED.

8. Grant funding project updates

- *Provincial COVID Relief Funding*

M/S K. Cauley/L. Langille

That the Board approve the purchase of equipment, furniture and installation for the public service area re-design of up to \$24,000.

Clarification that this has been brought to the board because the amount requested exceeds the Chief Librarian's spending limit without board approval. This motion supports our values of providing universal and equitable access, excellent service and sustainability.

CARRIED.

- *Provincial Tech grant:*

M/S K. Cauley/S. Adam

That the Board approve using funding from the Library's Equipment Reserve (up to \$5,200) to cover the remainder of costs for a three-year service warranty on RFID equipment and software.

A discussion took place - around whether there have ever needed to have service calls- the response is no, but Tracey provided a compelling rationale for extending the warranty- this would come from the remainder of the provincial tech grant, topped up with the Equipment Reserve. This motion supports our values of providing excellent service and sustainability.

CARRIED.

9. Advocacy Tool Kit

Messages/stories

Kathleen circulated colourful pens in advance of guiding Trustees through an advocacy 'elevator pitch' development session.

Trustees shared their efforts with one another. It was agreed that this was a great activity.

Next steps are to approach subsequent parts of the toolkit in digestible morsels, to keep the board's efforts active.

10. Trustee Board Development

Sessions/Readings and feedback

Randi reported out on her participation in a conference with the Winnipeg Public Library. The session focused on Intellectual Freedom. She acknowledged similarities and alignment among the two libraries. WPL had wished they had spoken to the community sooner about their challenges.

M/S K. Cauley/ L. Langille

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

Moved to in camera at 8:35 PM.