



**Nelson Public Library Board  
Regular Meeting  
Thursday September 26th, 2024  
Minutes**

**In Attendance**

Tracey Therrien, Chief Librarian  
 Laura Harris, Assistant  
 Anni Holtby  
 Sue Adam  
 Dey Stuart  
 Kathy Spiers  
 Caroline McChesney  
 Fernando Murray  
 Recorder: Zoë Creighton

**Regrets**

Kathleen Cauley  
 Leslie Payne  
 Jesse Pineiro

	SUMMARY OF ACTIONS FROM THIS MEETING	Who	By When
1.	Enquire about getting on the Agenda for a Committee of the Whole meeting with needs assessment report content	Tracey	October
2.	Email Sue or Tracey to volunteer at the Legacy Campaign event	Trustees	Early October
3.	Draft a note of board appreciations for the ABCPLD strategic initiatives project for the Chair to sign and to then include with the cheque.	Tracey	October
4.	Reach out to Zoë and Caroline re: Trustee candidates	Anni	Early October

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

Anni Holtby offered a territorial acknowledgement.

**1. Adoption of Agenda**

**M/S C. McChesney/ S. Adam**

That the Agenda be approved as distributed. **CARRIED.**

**2. Adoption of Consent Agenda**

Minutes of June 20, 2024 meeting

Committee & Liaison reports:

- Fund Development: Sue (moved out to number 6)
- BCLTA: Dey (change in date)

Anni declared the consent agenda adopted, with the exception of moving the Committee Reports (BCLTA and Fund Development) to the Regular Agenda

**3. Items pulled from the Consent Agenda for discussion**

- BCLTA: Dey (change in date)  
Governance workshop has moved to October 9<sup>th</sup>.

- **Fund Development: Sue**  
Sue shared the agenda for the Legacy Campaign launch on the 23<sup>rd</sup> of October.
  - Hoping for a Friends representative
  - Outlined confirmed and invited speakers and guests. There will be prizes!
    - Sue invited Trustees to come to the event to help marshal participants. 630-8 PM on the 23<sup>rd</sup> – Trustees asked to send Anni or Sue an email if interested.
    - Invitees include many of the financial advice professionals in town.
    - Sue outlined the promotional plan.

#### **4. Committee, Liaison & Trustee PD Reports**

##### **KLF Update: Sue**

Sue dispersed buttons and rack cards advocating for increased funding for BC Public Libraries at the UBCM.

##### **Governance + Nominations:**

##### **Policy review - Caroline**

Caroline thanked Tracey and Laura for their policy work and discussed recent activity. West Vancouver Memorial Library policy manual is being used as a template, which they are scaling and adapting for our local context. The entire revised and partitioned manual will be brought to the Board's attention in October and recommended to be approved in November. Tracey explained that they are in the midst of pulling out operational policies, separating out Trustee Manual contents, and plan to create a user guide. The goal was to make the document(s) more readable, positive and informal.

##### **Nominations- Anni**

Anni mentioned that her potential Area H representative fell through – Trustees were asked to recommend City and Area H representatives. It would be ideal if the candidates could attend the October board meeting.

##### **Trustee Pro. D:**

##### **BCLTA [Climate Action webinar](#) – Anni**

Anni reported out on a recent webinar. A discussion ensued.

#### **5. Toronto Public Library webinar - Dey**

Dey reported out on “What Happens when a City Undervalues the Library as a Public Space” – presented by a librarian from Finland. She relayed some themes from the presentation: “We need to give up the pleasure of hatred”; Need to hold the tension between aesthetic beauty and practicality in the space.

#### **6. Librarian's Report: Tracey**

Tracey presented highlights of her distributed report.

- Details of passive programming and special projects over the summer
- Reorganisation of early readers collection.
- Scrubbed old and unnecessary data from the patron database
- Repaired OPAC computers as well as the children's ones.
- Banners are being replaced by Sinixt art and text

- Staff have each created business continuity folders
- Mid-year check-ins with staff
- Planning for the Truth and Reconciliation week

#### **Needs Assessment Staff/Board engagement overview**

Tracey invited Trustees to share thoughts and questions. All agreed they are looking forward to seeing the report and next steps. It was agreed on getting on a Committee of the Whole agenda would be good.

#### **7. Quarterly Financial Report: Tracey**

Tracey brought attention to the condensed report circulated with the board package and outlined highlights.

- operating income at 150% of projected.
  - expenses are mostly on track; extended leaves have set casual labour expenses higher.
- Tracey invited questions.

**M/S**                      **S. Adam/D. Stuart**

That the Board receive the quarterly financial update to August 31, 2024. **CARRIED.**

#### **LEADS training**

Background document was distributed with the Board Package.

**M/S**                      **S. Adam/C. McChesney**

That the Board approve the expenditure of \$6,000 from the Development reserve fund to fund LEADS training for the Asst. Chief Librarian. **CARRIED.**

#### **ABCPLD levy**

Background information circulated with meeting package, and Tracey provided some additional perspectives.

**M/S**                      **C. McChesney/S. Adam**

That the Board approve the expenditure of \$1,700 from the Development reserve fund to support ABCPLD strategic initiatives project for 2024 and 2025. **CARRIED.**

**ACTION:** Tracey will draft a note of board appreciations for this project for the Chair to sign and include with the expenditure.

#### **8. Generative Conversation: [The Diversity Challenge – bringing equity and inclusion to Library Boards.](#)**

Trustees paired up and discussed the question “what would a diverse, equitable and inclusive board culture enable” in reflecting upon the Diversity Challenge. Ideas were shared back.

#### **9. Trustee Profile survey results: Anni**

Anni shared the results of the survey, and asked Trustees if there were any surprises. A discussion ensued. The results of some of these questions could be used to inform future generative discussion topics.

Anni invited perspectives on how the Board might use the results – e.g. recruitment of new

Trustees in the areas of HR and Strategic Planning. It was agreed that the next version might have different questions and categories.

**10. BCLTA voting Authority: Anni and Dey**

**M/S S. Adam/ A. Holtby**

That the NPL BCLTA liaison bring any matters and or motions to NPL board for discussion and guidance on voting direction.

Sue recommended an amendment to include any other liaisons, including KLF. A discussion ensued. It was agreed to keep the resolution as originally written.

**CARRIED.**

**11. Transit Exchange Update**

- Anni: Board may need to provide a letter in the future
- Tracey: exchange will be delayed until 2025
- Dey – not a good space for either team (transit or library staff)
- At this point, it is “stay tuned for updates”

**12. Board Annual Agenda:**

- September:
  - Strike nominations committee (if necessary)
  - Anni to reach out to Zoe and Caroline for potential board applicants
- October:
  - Arrange for committees to meet and review individual committee Q4 annual goals and objectives

	<b>SUMMARY OF ACTIONS FROM JUNE MEETING</b>	<b>Who</b>	<b>Status</b>
1	Summarize results from Board Evaluation	Anni and Laura	Complete

**13. Adjournment**

**M/S/C C. McChesney/D. Stuart**

That the Regular meeting be adjourned.

Meeting adjourned at 8:10 PM.