

Minutes

Squamish Public Library Board
Wednesday, April 17, 2024, 5:30 PM

In attendance: Molly Loudon, Sarah Bainbridge, Hilary Bloom, Hasrat Grewal, Dana Fleming, Andrew Hamilton, Doug Race, Christine Baker, TlalaKwot, Neil Plumb, Nav Triplett

Regrets: Esther De Vos, Janet Jamieson

Minutes: Rya Kobewka

1. **Welcome:** We would like to acknowledge that we are gathered on the unceded territory of the (Skwxwu7mesh) Squamish First Nation
2. **Approval of Agenda**
 - a. Moved: Doug Second: Andrew Moved
3. **Motion to move in Camera**
 - a. Moved Doug Second: Andrew Moved
4. **In Camera**
5. **Motion to move out of camera**
 - a. Moved: Andrew Second: Sarah Moved
6. **Approval of March 27, 2024 minutes**
 - a. Moved: Hasrat Second: Dana Moved
7. **Treasurer's Report**
 - Budgets in Q1 are generally tracking. There are a few variances because some items are front end loaded or back end loaded.
 - Revenue call outs: the retained earnings portion of the balance sheet includes the enhancement grant.
8. **Committee Report**
 - a. Governance Committee
 - There was a governance meeting where policy was reviewed looking at selection of new members. The committee is reviewing policy from other libraries and will be meeting next week.
9. **InterLINK Report**

There are no updates. The meeting was scheduled for end of April but has been pushed to end of May.
10. **Director's Report**

Items that didn't make it in the report: we've been informed that the HVAC replacement project will be happening later this year. At this point, we don't know the operational impact. The library may have to close but the library is prepared to jump into takeout service mode.

Area D rep Tony Rainbow discussed the idea of a library holds locker in Britannia Beach to support the growth in Area D. This has also been discussed for Brennan Park but wouldn't be able to be installed until the renovation ends in 18 months. Tony also mentioned that it would be valuable for the SLRD to establish a cost center within Area D to fund the library, which would tie library funding to population growth.

11. Council Report

Andrew gave an update on the latest Council happenings.

12. Business Arising

a. Strategic Planning Update

There was a 2-hour workshop with staff last week that was enjoyed by staff and produced a lot of possible initiatives to support the priorities. Consultants created a master matrix that came out of the survey, community leader conversations, board, and staff sessions that Hilary and Rya filtered through to produce 4-6 initiatives under the priority areas. Tomorrow we will meet with the rest of the cohort to share and review. There should be a draft plan for the board by the May meeting.

b. Enhancement Grant Projects

Last month the board approved a spend to approve the hybrid meeting room, which will be completed by the next board meeting. Other projects in the work that need endorsement include: purchase, shipping and installation of 3rd meeting pod, Communico room booking and registration software, Periodical Shelf, and digitization grant match.

Provincial Enhancement Grant purchases to date in 2024:

Purchase and setup of 3 rd Inbox Pod	7,380.00
Communico software	6,052.83
New shelf for book club sets	4,154.28
BC History Digitization Program (digitization of Chief archives)	4,127.00
Total	21,714.11

Motion to approve \$21,714.11 of the enhancement grant funds for meeting pod, Communico software, new shelving and digitization project.

Moved: Andrew

Second: Doug

Moved

c. Meeting Room Policy

Hilary has taken a first attempt at reviewing the meeting room policy but has reached out to the governance committee for support. Aim to have policy updated by the end of the year. Governance committee to confirm next meeting so Hilary can attend.

13. New Business

- a. Q1 Statistics Overview - Rya

14. Adjournment

- a. Moved: Dana Second: Andrew Moved