

Minutes
Squamish Public Library Board
Wednesday, January, 2024, 5:30 PM

In attendance: Molly Loudon, Sarah Bainbridge, Hilary Bloom, Esther De Vos, Hasrat Grewal, Doug Race, Christine Baker, TlalaKwot, Andrew Hamilton

Regrets: Janet Jamieson, Dana Fleming

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: Christine Second: Doug Moved

3. **Approval of November 22, 2023 minutes**
 - a. Moved: Sarah Second: Hasrat Moved

4. **Election of officers and establishment of board representatives**

We would like to confirm the following terms of office:

The Squamish Public Library Board of Trustees operates pursuant to the B.C. Library Act RSBC 1996 Chapter 264 Part 2 – Municipal Libraries.

Trustee Terms:

Molly Loudon	Dec. 31, 2025
Janet Jamieson	Dec. 31, 2025
Christine Baker	Dec. 31, 2025
Esther Devos	Dec. 31, 2025
Andrew Hamilton	Dec. 31, 2024 (1 yr only)
Sarah Bainbridge	Dec. 31, 2024
Dana Fleming	Dec. 31, 2024
Hasrat Grewal Gill	Dec. 31, 2024
Doug Race	Dec. 31, 2024

- a. Election process for board executive

The first meeting of each year, the Board of Trustees elects a chair, vice-chair and treasurer. For 2024, we have the following nominations: **for Chair: Molly Loudon, Vice-Chair: Dana Fleming, for Treasurer: Doug Race.**

**Molly Loudon has agreed to stand for the position of Chair.
Dana Fleming has agreed to stand for the position of Vice Chair.
Doug Race has agreed to stand for the position of Treasurer.**

As there are no further nominations, I declare that all vacant officer positions have been filled. Molly Loudon, Dana Fleming and Doug Race are elected by acclamation to the positions indicated on the Board of the Squamish Public Library.

- b. Establishment of InterLINK representatives**
 - i. Dana has stepped down and Hasrat will begin as representative. Sarah as alternate.

- c. Confirmation of committee members: Governance Committee**
 - i. Janet, Sarah, Christine, Esther as Governance Committee for 2024 – potential for Dana Fleming to join

5. Treasurer’s Report

Finished the year (2023) very close to expectations

6. Governance Committee Report

- a. Governance Committee**
 - i. Conflict of Interest Policy
Motion to Approve and Adopt the conflict-of-interest policy:
Moved: Molly Second: Andrew Moved

7. InterLINK Report

8. Director’s Report

Communico (online booking system) will be launching next week for the library which has required a lot of backend work, a few members of the team are going to be doing Agile training that will eventually roll out to the wider library. Director’s report will continue with monthly style as is, but every quarter will include a stats breakdown. There have been 7 new volunteers who will be onboarded next week to be part of the visiting library service to help homebound patrons. Violence risk assessment was completed in the fall and the report has been completed.

9. Council Report

Andrew reported on council activity, including that the Heritage Management Strategy was presented to Council for feedback in December.

10. Business Arising

- a. Strategic planning update**

Squamish has partnered with the consultants (EFFECTegy), Port Moody Library, and Powell River Library to create a cohort focused on strategic planning. We will likely have Christine, from EFFECTegy, at our February board meeting. May be asking the board to help with the outreach to community partners.

11. New Business

a. Signing authority

Motion that Hilary Bloom, Molly Loudon, Dana Fleming, and Doug Race are signing authorities on the library's bank account.

Moved: Andrew

Seconded: Christine

Moved

Motion that Janet Jamieson is removed as signing authority on the library's bank account.

Moved: Christine

Seconded: Molly

Moved

Motion that Naomi Diebel is added as a non-signer on the library's bank account, and that Hannah Peirce remain as a non-signer on the library's bank account.

Moved: Molly

Seconded: Andrew

Moved

12. In camera

13. Adjournment

a. Moved: Christine

Second: Andrew

Moved