

**Draft Meeting Minutes – April 19<sup>th</sup>, 2023**

The regular meeting of the Board of Directors convened at 6:00 pm at the Salmo Library with the following in attendance:

Trustees: Judi Cozzetto, Teresa Kjelson, Janet Pierce, Jen Gawne, Kenzie Neil, Tom Nixon

Absent: Hans Cunningham, Melanie Briscoe, Pat Goulden, Sylvia Korens

Staff: Taylor Caron

***Salmo Valley Public Library acknowledges that the land on which we gather is the traditional territory of the Sinixt, the Ktunaxa, and the Syilx peoples, and is home to the Métis and many diverse Indigenous persons.***

1. **Call to Order:** at 6:03 by Janet Pierce, Chair
2. **Approval of Agenda** – Approved by Jen and second by Kenzie
3. **Consent Agenda**
  - **Approval of previous minutes** – from meeting of March 13<sup>th</sup>, 2023 were reviewed.
  - **Correspondence** –
    - BCLA – BC Public Library Partners Grant Award letter, which informed us of the amount we will receive in 2023. SVPL was awarded the secured amount we receive every year of \$21,593.68 plus the one-time funding of \$80,118.28. Taylor emailed the award letter out to the board.
  - **Librarian's Report**
    - Lots of events and programming happening
    - Spring break activities for kids – 60 people attended
    - 2 author readings – 32 people attended
    - CVITP will have provided support to 50 people when it's completed at the end of April
    - See attached full report
  - **Committee Reports:**
    - *Friends of the Library* – Judi
      - AGM on April 6th, 2023. A 10-member board - elected officials are Sharry Heighton, Vice Chair; Pat Goulden, Treasurer; Tova Main, Secretary; and Judi Cozzetto, Chair
      - Next tea is April 28th
      - Will be helping out with food for the Scrabble tournament
      - Working on plans for some spring fundraising events
    - *KLF Report* – Jen
      - KLF newsletter has not come out yet, will forward along when received
      - Taylor will be attending KLF meetings on April 29<sup>th</sup>
      - KLF offers some great opportunities for continuing ed online
    - *Garden Committee* – Taylor
      - Sylvia and Taylor did a little tidying up in the garden, but it will be needing more in May
      - Noted that the back step from the museum garden to the library space is falling. Taylor will talk to Friends of the Museum and see if they can fix.

**CONSENT AGENDA Motion:** It was moved by Judi, seconded by Janet to approve the consent agenda.

**Approved by consensus.**

#### 4. Financial Report:

- **Approve Financial Reports March 31<sup>st</sup> 2023** – Financial Report for March 31<sup>st</sup>, 2023 was discussed.

**MOTION:** It was moved by Judi, and seconded by Kenzie to approve the financial statements for March 31<sup>st</sup>, 2023

**All in favour – CARRIED**

#### 5. Old Business:

- 4.4 Complaint Policy Review – tabled
- Delegation to Village – Judi
  - Judi, Tom, Gayle, Marianne and Taylor attended - Taylor presented.
  - Well received by council, and supportive feedback from mayor and councillors
  - Appreciate our delegations and reports. This not only keeps them up to date with what is happening at the library but it provides them with the information to give back to the community as to what the library provides to the community.
- BC Provincial funding – Taylor
  - one-time funding of \$80,118.28 was received in full but is for the next 3 years. The funding can be spent in different amounts over these 3 years (over 3 or all in 1 year) depending on how we see it best used to support the library and community.
  - Requirements are pretty open but Taylor will need to report back on how we spent these funds.
  - Taylor will have Rebecca set up a project account for this grant, so as to better track our spending of it and so it does not make our yearly budget too confusing.
  - One idea is to create a contract job for 2 years at 15 hours a week. Taylor will cost figure this and present to the Board at the May meeting.
  - Another suggestion is to use some of the funds to the Climate resiliency grant and put in the LED lighting that is being suggested by the electrician.
- Dot Night – Janet
  - Library proposal was well received and received all the dots for our funding request. Janet had a kid come up and help her present.
- CBT Funding – Climate resiliency – Taylor
  - Heat Pumps are installed
  - Looking into adding the panel LED lights
  - Taylor will be talking to building inspector about the windows and if we can use the double panes we already have.
  - Installing the air exchange into the office is a small job. Looking for a handyperson who can do this for us.
- Living Wages for staff – Hans - tabled

#### 6. New Business:

- Volunteer dinner – pick date of June 12<sup>th</sup> at 6pm at the library. Which will be right after our June board meeting. Talk of have a BBQ in the reading garden

- Staff wages – In Camera

**In Camera** – approval of 2023 wage increase for SVPL Staff (Trustees: Kenzie, Jen, Janet, Teresa, Tom and Judi)  
Discussed wages to be at \$26.11 for Library Director; \$22.66 for Children’s Librarian; and \$19.63 for Library clerk.

**MOTION:** Kenzie Neil motions to approve pay increase retroactive to 1 January 2023 for the staff of the Salmo Valley Public Library. Janet Pierce seconded the motion.

**All in favour - CARRIED**

**Meeting adjournment at 7:16 pm Moved**

**Next Meeting: Monday, May 8<sup>th</sup> at 6:00pm**