

Present: Anne Heard, Margaret Wanke, Celia Cheatley, Leah Honkanen, Eva Kelemen (recorder).

Regrets: John Whitehead

1. Call to Order: **4:02 pm**
2. Approval of Agenda: **Motion to approve the agenda with the addition of 4-a Letter of Resignation. Anne/ Celia/ carried.**
3. Approval of Minutes: **Motion to approve the minutes from September 22, 2021 with an amendment to the second motion in 7-a to include a limit of 1 year and note that KDPL will be asking RDCK for increased funding for staffing in subsequent budgets. Margaret/ Leah/ carried.**
4. Correspondence:
 - a) Letter of Resignation: October 26, 2021 email from Charles de Pape resigning from KDPL Treasurer Position (attached). **Received. The Board wishes to thank Charles for his contribution as treasurer from 2016-2021.**
5. Business Arising:
 - a) Email motions:
 - i. none
 - b) Strategic Planning (bequest) – future of the library
 - i. Building Committee: (updates): A request for proposals (RFP) was posted on BC Bid on October 15 to further the new library design plans and costing. A proponent’s meeting was held via Zoom on October 22 and the Q&A generated was posted on BC Bid on October 27. The closing date for proposals is November 15. Eva to forward final documents from the Building Committee to Celia and Leah for information.
 - ii. Fundraising committee: (updates) – The board thanked Celia for managing the auction of a truck load of logs that was awarded to us for the purpose of fundraising by the Kaslo & District Community Forest Society (KDCFS). The auction generated \$2,700 for the New Library Project. A thank you letter was sent to KDCFS. The Readathon is in process until November 4. Next meeting of the committee is November 3. Eva to forward link to Celia.
 - iii. Giving Tuesday – this will be an agenda item for the Fundraising Committee meeting on November 3.
 - c) Centennial projects
 - i. History book – Eva presented the draft of the history book and was thanked for her creative work and presentation. The draft will be forwarded to the board for final edits along with print run and costing information.
 - ii. Panel – the panel will be developed using the work that went into the history book as soon as possible.

- d) Submission to OCP – The Board was encouraged to visit the Village website to access the OCP presentation and participate in the survey. Anne is working on a submission to the OCP.

6. Reports:

- a) Financial—(Sept Income Statement attached) Revenue that we generate is mostly on target with the exception of the booksale, which is still compromised this year earning only 19% of what we hoped. Otherwise, most grant revenue has been received with the exception of the final payment of Canada Summer Jobs. Several budget line expenses are complete or nearly spent for the year: promo, collection development, lease, and office/postage. Insurance will be paid in early November. Wages and benefits are on target. **Report accepted as presented.**
- b) Library Director—(attached) Report was updated to include information about the recent auction of a truckload of logs. As of October, we have only one auxiliary staff since Gail Badry has retired and Janet Pearson has moved away. This will be addressed with the plan to add an additional staff person with some regular hours and some availability for on-call hours. Eva talked about the webinars she has taken (and registered for) with a focus on fundraising. Most of these webinars are through CBT and are free/open to all. **Report accepted as presented.**
- c) Program Coordinator-(next report January)
- d) Kootenay Library Federation- Anne reported on the September 25 KLF Board meeting held via Zoom. Provincial Librarian, Mari Martin, discussed issues such as COVID response, advocating for increased provincial funding, sharing stories, improved accessibility, and UNDRIP... The KLF is offering a 'steps to reconciliation' training that is available to all board members. (see attached) **Report accepted as presented.**
- e) Argenta—no report
- f) Chair—Anne reported that the Library Director evaluation is complete.

7. New Business:

- a) Recruitment for Treasurer position: general discussion about possible candidates.
- b) Budget Presentation Nov 15 – Anne and Eva will present the 5-year budget that was approved by the Board in June and submitted to RDCK.
- c) Bylaw 1159 – Eva noted an area that could use revision. This will be brought to the next Kaslo Library Building Committee meeting.
- d) Policy re: soliciting (tabled)
- e) Records retention & privacy policy (tabled) – Eva provided a brief update on the progress of a record retention project for staffing as required.

- 8. Generative Discussion: the board was asked by Anne to consider what it means to participate in Truth and Reconciliation for our library and was encouraged to learn more and be prepared to discuss for the November meeting.

9. Next Meeting: Wednesday November 24

10. Adjournment: **6:04 pm Celia.**