

Present: Leah Honkanen (chaired meeting), Margaret Wanke, Stephanie Judy, Trish Feeney, Molly Leathwood – Village Representative, Eva Kelemen (recorder)

Regrets: Celia Cheatley

1. Call to Order **6:05 pm**
2. Approval of Agenda: **Motion to approve the agenda. Molly/ Trish/ carried.**
3. Approval of Minutes: **Motion to approve the minutes from March 1 & April 6, 2023. Trish/ Molly/ carried.**
4. Correspondence:
 - a) March 31 – Grant Award Letter – Province of BC (attached) - **Received**
5. Business Arising:
 - a) Email motions: none
 - i.
 - b) Strategic Planning (bequest) – future of the library
 - i. Fundraising committee: Updates deferred to next meeting - committee meeting is on April 26 – 6 pm.
6. Reports:
 - a) Financial—(January report attached) – **Report accepted as presented. Motion to transfer 2022 surplus of \$3,789 to reserves. Margaret/ Trish/ carried.**
 - b) Library Director –(attached) Highlights: Several government announcements were shared including the enhancement grant for libraries, pay transparency legislation for approval in November, the addition of National Truth & Reconciliation Days as a provincial statutory holiday in 2023, and the increase in minimum wage to reflect the 6.9% inflation rate. Eva reported on recent training including 2 webinars regarding updates to FOIPPA (freedom of information protection of privacy act) and 5 sessions via the virtual edition of the BC Library Association conference. Topics were timely and relevant. 2023 will be a policy year with updates to collection development, privacy, accessibility, and emergency policies. We received the BC Enhancement grant and the 4 Provincial grants on April 4th. **Report accepted as presented.**
 - c) Program Coordinator—(no report – next one in May)
 - d) Kootenay Library Federation- no report – Eva and Margaret will attend the KLF meetings at the end of April.
 - e) COVID-19 Relief & Recovery Grant Report – (attached) – The attached reports showed the projects, budget and timelines for using this grant. The emergency portion still needs development. **Report accepted as presented.**
 - f) BCLTA – April Bulletin & Board training opportunities for information. See: [https://mailchi.mp/29678154066b/bclta-april-bulletin-agm-announcement?e=\[UNIQID\]](https://mailchi.mp/29678154066b/bclta-april-bulletin-agm-announcement?e=[UNIQID])
7. New Business:

- a) Personnel Policy: Appendix C (attached): Celia, Leah, and Eva worked on an updated wage schedule that builds in incentive raises for new hires as well as increased remuneration for experience. The previous model was based on completing the Community Librarian Training Program offered by the province, which no longer exists making the previous policy difficult to implement and an updated model a priority. The budget shortfall was minimized by reducing some administration time and considered to be manageable. **Motion to adopt the attached wage schedule updates as presented with wages rounded to the nearest nickel. Margaret/ Trish/ carried.** Eva to forward the finalized policy to the board.
 - b) Advocacy letters (attached): **Motion to send advocacy letters to the Village and Regional District with revisions as discussed to request matching funds from the provincial Growing Communities Fund for the new library project. Margaret/ Trish/ carried. Motion to request a letter of support addressed to the Village and Regional District from MLA Brittany Anderson in follow up to previous communications. Molly/ Trish/ carried.** Eva to forward updated letters to the board.
 - c) BC Enhancement Grant (attached 4-a) – Ideas were shared and noted regarding use of enhancement grant. Eva to present some calculations for more open hours as discussed at the May meeting.
8. Next Meeting: May 25, 2023 at 6 pm
9. Adjournment: **Molly 7:27 pm.**