

**Present:** Celia Cheatley, Leah Honkanen, Margaret Wanke, Stephanie Judy, Trish Feeney, Eva Kelemen (recorder)

**Regrets:** Molly Leathwood – Village Representative

1. Call to Order: **6:08 pm**
2. Approval of Agenda: **Motion to approve the agenda with the addition of 7-c Letter to Lisa of Sweetie Pie. Trish/ Leah/ carried.**
3. Approval of Minutes: **Motion to approve the minutes from September 13, 2023. Trish/ Leah/ carried.**
4. Correspondence:
  - a) Fire inspection report (via email Sept 21, 2023) – **received. The report indicates that the library has passed the fire inspection.**
5. Business Arising:
  - a) Email motions: none
    - i.
  - b) Strategic Planning– New Library Project
    - i. Fundraising committee: Funds raised to October 11: \$736,785. Of that, \$338,975 is available for construction. The October 15 event at the Langham with a performance by local artist Deryn Collier, harp music by Diemm, and sweet bars by Sweetie Pie raised \$1,400. The committee is working on a silent art auction for November.
  - c) BC Enhancement Grant (term/signer) **Motion to invest \$105,000 of the BC Enhancement Grant from the (Maximizer Community Plus) Collections account into a Kootenay Saver Term that transfers to the Chequing-Operating account when matured. Leah/ Margaret/ carried.**
  - d) Board recruitment – Board will work on recruitment for the next AGM in March rather than fill vacant positions for less than half a year.
6. Reports:
  - a) Financial—(August comparative income statement - CIS) Two new lines in the CIS to facilitate ongoing sustainable fundraising that begins with the library bag fundraiser. The cost portion of the current fundraiser is separated out to build the fund for the next fundraising expense. With respect to generating operating revenue: general donations and/or book sponsors are very low for this time of year since our focus has been on the new library, fees are on target; book sales would have been on target, but we directed the summer book sales towards the new library project. Local partnerships and grants have been good for supporting additional programs at the library. All provincial and local operating grants are received. Spending is just below or on target with the exception of wages. For the rest of the year, it will look like wages are overspent since we are open on Fridays. This is made possible with the Enhancement Grant. **Report accepted as presented.**

b) Library Director – (attached) Fridays seem to be a popular day for library use – staff report being busy. The remainder of the year will have a focus on follow-through for accessibility requirements and working through the new privacy guidelines to determine procedural improvements and for policy recommendations to the board. Staff attended the Dementia-friendly library webinar held today (Oct 19). The statistics are alarming. The webinar provided some sensible guidance as well as resources to improve library services for people with dementia and their caretakers. We can improve collections. The tips provided for space planning will help make the new library even more accessible. **Report accepted as presented.**

c) Program Coordinator –(next report in January)

d) Kootenay Library Federation- (Margaret) The Sept 16 meeting in Creston included administration updates in the morning followed by and engagement activity in the afternoon. Financial sustainability concerns discussed at the spring meeting are replaced with planning on how to best use the recent Enhancement Grant. Some issues discussed during the engagement session included human resources, board recruitment, and public relations. Ideas and best practices were shared; for example, to use PR to dispel myths and advocate for public libraries. The next meeting will be held in Nakusp in May. Stephanie will attend the Emergency Preparedness online webinar on Nov 16 for the business continuity plan being developed by the KLF. Eva to forward meeting information. **Report accepted as presented.**

7. New Business:

a) Kootenay Libraries Accessibility Plan (Oct 3 version attached) – The draft plan was reviewed by consultants at Untapped Accessibility and needed a formatting edit. The final version of the plan should be ready for board approval in October. Eva to email the finalized plan for an email motion to adopt.

b) Planning for new strategic plan: **Motion to defer a formal strategic plan process and instead review and update the current plan for the interim. Margaret/ Stephanie/ carried.** A formal process to develop a new strategic plan will take place when the board knows construction of the new library will commence. Celia to begin edits to initiate review at the next board meeting.

c) Letter to Lisa of Sweetie Pie: Celia to send letter as discussed.

8. Next Meeting: November 23, 2023 at 6 pm (next concert is Feb 5)

9. Adjournment **7:29 pm Leah**