

Present: Celia Cheatley, Margaret Wanke, Stephanie Judy, Trish Feeney, Molly Leathwood – Village Representative, Eva Kelemen (recorder) – via Zoom

Regrets: Leah Honkanen

1. Call to Order: **6:04 pm**
2. Territorial Acknowledgement: *We would like to acknowledge that the lands on which we gather from virtually today for library business is the traditional and unceded territory of the Ktunaxa, Syilx (Okanagan), and Sinixt Nations.*
3. Approval of Agenda: **Motion to approve the agenda with the addition of Territorial Acknowledgement after call to order going forward. Trish/ Steph/ carried.**
4. Approval of Minutes: **Motion to approve the minutes from November 23, 2023. Molly/ Steph/ carried.**
5. Correspondence: none
6. Business Arising:
 - a) Email motions: none
 - b) New Library Project (Strategic Plan Priority)
 - i. Fundraising committee: There were 9 fundraising events in 2023. The silent auction raised \$3,661. By December 2023, total fundraising to date surpassed \$750,000, which is amazing for a small community! Tax receipts are completed. The committee is working on ordering perimeter plaques for display and planning a possible spring fling dance in March and boot sale for May Days. A new committee member joined in January.
 - c) Board recruitment (Strategic plan priority): Committee: Molly, Stephanie, Eva. Feedback indicates that recruiting via online application forms reaches people that would be missed by word of mouth recruiting and also helps the committee to find out a bit about a prospective board member. Committee to review documents forwarded.
 - d) Ministerial approval of lease: Eva reached out to the Village and Province for updates on this process. The Libraries Branch expects that it will take until Feb/Mar to complete the process of lease approval– but this also depends on availability of the Minister (for the final approval process).
 - e) Appointment to KLBC- Tabled until meetings are required.
 - f) Emergency Preparedness (templates attached): Discussion around making in-house edits to the templates. Eva to begin the process.
7. Reports:
 - a) Financial—(December comparative income statement) The December statement, though correct, does not include accounts payable, accounts receivable, or deferred/undepreciated motions for multi-year projects. Eva presented an adjusted version of the December statement to reflect what the actuals will be and to prepare for yearend motions in 8-a. **Report accepted as presented.**
 - b) Library Director –(attached)The KLF accessibility plan is posted on the website with a ‘contact us’ form available for feedback. The website continues to be

updated for improved accessibility with screen readers. The 5-year budget was presented to RDCK/Village on December 4th. The updated provincial grant report template was presented at an ABCPLD meeting January 17th. This report is due March 1st. We are working to collect feedback on extended operating hours to include Fridays to facilitate reporting. These hours are made possible by the BC Enhancement Grant. All staff have received several informal comments in favour of the increased hours. **Report accepted as presented.**

- c) Program Coordinator –(attached) The board thanked Angela for her wonderful report. Eva and Angela to work towards posting these reports online. **Report accepted as presented.**
- d) Kootenay Library Federation- Stephanie attended the first session on Intellectual Freedom and the Library Trustee Workshop in November and shared the workshop resources and slides with the board via email (Jan 9). The two main takeaways include the importance of the Board expressing values and seeking new board members who support those values for succession. **Report accepted as presented.**

8. New Business:

- a) Year-end motions (attached) **Motion to approve the year end motions as outlined in the attached chart. Trish/ Margaret/ carried.**
- b) Credit card policy (attached) **Motion to approve the updated credit card policy as presented. Molly/ Trish/ carried.**
- c) Constitution – AGM elections – **Motion to present at the AGM for membership approval the following changes to the constitution to the second paragraph of section 1.3 b:**
Each Board member shall be elected at the annual general meeting from a slate of nominees presented by a committee of the Board. Board members serve for terms of two (2) years. A member is eligible for re-election or reappointment to the Library Board, but no member may serve for more than eight (8) consecutive years. Celia/ Margaret/ carried. Eva to advertise changes.
- d) AGM: The AGM will be held on Monday March 18 at 5 pm. Eva to advertise with the amendment to the constitution.

9. Next Meeting: Feb 15, 2024 at 6 pm

10. Adjournment: **Margaret 7:54 pm**