

Present: Celia Cheatley, Leah Honkanen, Margaret Wanke, Trish Feeney, Molly Leathwood – Village Representative, Eva Kelemen (recorder)

Regrets: Stephanie Judy, Donna Gibbons

1. Call to Order: **6:02 pm**
2. Territorial Acknowledgement – Eva. *We acknowledge that the land on which we gather today for library business is the traditional and unceded territory of the Ktunaxa, Syilx (Okanagan), and Sinixt Nations. Eva shared that a new book, “The Indigenous Art Collection: selected works 1967-2017” was generously donated to the library by the Indigenous Art Centre in Quebec.*
3. Approval of Agenda: **Motion to approve the agenda. Molly/ Margaret/ carried.**
4. Approval of Minutes: **Motion to approve the minutes from April 18, 2024. Trish/ Margaret/ carried.**
5. Correspondence:
 - a) KLF (May 10): request for feedback on survey (2023 survey attached) – no feedback – survey looks good.
6. Business Arising:
 - a) Email motions: none
 - i.
 - b) New Library Project (NLP) - Strategic Plan Priority
 - i. Fundraising committee: Funds raised to May 16: \$770,039. The May Days Tailgate Sale generated \$788.70 to add to the above total. We’ve now sold 63 perimeter plaques (only 1 more to go to complete the first side). The next committee meeting will focus on the Canada Day carnival. Trish, Leah, Celia, and Margaret are interested in volunteering. We can all begin gathering prizes. There is a budget to purchase some prizes too.
 - c) Board recruitment (Strategic plan priority) : tabled to June meeting
 - d) Ministerial approval of lease – The Village has updated the draft as requested. Eva will submit the draft early next week to the Public Libraries Branch for review and recommendation for approval by the Minister.
 - e) Emergency Preparedness- tabled
7. Reports:
 - a) Financial—The Statement of Financial Information report was submitted ahead of the May 15 deadline. Provincial grants should arrive in June. More updates under new business. Eva to begin work on the budget for review at the next meeting.
Report accepted as presented.

- b) Library Director –(attached) The Kootenay Libraries Accessibility Plan was updated March 31, 2024 and is now posted on the website. The Library Director evaluation is due in fall. Eva to review LD job description ahead of evaluation. Eva registered for a series of webinars dealing with Intellectual Freedom in June/July. **Report accepted as presented.**
 - c) Program Coordinator –(Jan – May report attached) Angela reported on 8 maker programs (all ages), a family storytime series featuring 2 special Earth Day Storytimes with Anne Heard, 5 family movie matinees, 2 author readings, 4 Teen Meet-ups plus an intro to video editing workshop. Program reports will be available to view on the website. **Report accepted as presented.**
 - d) Kootenay Library Federation (KLF)- Eva sends regrets for the May 24 & 25 KLF meetings.
8. New Business:
- a) Boards as employers (Leah) – Leah attended this webinar. Some topics discussed include the Library Act, duties of a governance board, delegation of hiring staff to the director, contracts to define severance, and insurance coverage. Eva to follow up on insurance for volunteers and sample contracts for part-time staff. Leah may attend the follow up webinar in June.
 - b) Bookkeeping: The Minichiello and Company business was sold in early 2024 and their Accounting Technician was hired by Brenton Industries. **Motion for KDPL to contract Brenton Industries for bookkeeping & payroll services from their staff for 2024. Trish/ Molly/ carried.**

9. Next Meeting: June 20, 2024

10. Adjournment: **6:56 pm - Leah**

11. In camera