



Present: Celia Cheatley, Leah Honkanen, Margaret Wanke, Donna Gibbons, Eva Kelemen (recorder)

Regrets: Stephanie Judy, Trish Feeney, Molly Leathwood – Village Representative

1. Call to Order: **6:05 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, and Sinixt Nations.*
3. Approval of Agenda: **Motion to approve the agenda. Leah/ Donna/ carried.**
4. Approval of Minutes: **Motion to approve the minutes from May 23, 2024. Margaret/ Leah/ carried.**
5. Correspondence:
 - a) June 18 – KLF – Melanie has offered to work with each library to customize the Emergency Preparedness Plan template prepared in 2023. Eva to forward the template to Donna.
6. Business Arising:
 - a) Email motions: none
 - i.
 - b) New Library Project (NLP) - Strategic Plan Priority
 - i. Fundraising committee: The NLP funds term invested last year matured in June and earned \$2,124. It was recently reinvested. Eva provided updates on the upcoming Carnival fundraising event. 22 volunteers will help. Almost everything on the checklist is sorted out. We still need more costumes, prizes, 2 tents, and good weather.
 - c) Board recruitment (Strategic plan priority): tabled to September meeting
 - d) Ministerial approval of lease – Lease draft, working document & letter to PLB attached –**Motion to request ministerial approval of the final (sixth) draft of the lease agreement between the Kaslo & District Public Library Association and the Village of Kaslo per the attached letter dated June 20, 2024 that details the diligence of the board to negotiate improvements and reduce risk. Margaret/ Leah/ carried.**
 - e) Emergency Preparedness- tabled
7. Reports:
 - a) Financial—(April comparative statement attached). June terms have been reinvested and we now have 2 trustees signed up for online banking to help with month end. The Charity report was submitted online on June 11. The May income statement is ready for this meeting (attached). Eva will email out the May statement. Accounts are monitored accounts while we wait for annual grants to arrive in June and August. Spending is on track. Wages will continue to appear to be overspent as they include wages for programs and Fridays covered by grants

such as the Enhancement Grant and other local grants. Regular operational & granted work hours are monitored separately to stay within budget. In June, we received 2 CFNKLS grants of \$1,500 each (for programs and NLP fundraising expenses) and the McKinnon Family Fund (\$1,004.95) to enhance the library collection. The 4 Provincial grants will arrive at the end of June. **Report accepted as presented.**

- b) Library Director –(attached) We are gearing up for Summer Reading Club. This year we have an online registration form set up on the website and Angela has prepared an engaging brochure. We are currently weeding the collection to prepare for the outdoor booksale in July. I attended a webinar *Debrief & support your teams during hard times at the library* with true examples from colleagues yesterday. There will be a follow-up session *Tending the leader* that I hope to attend. The examples shared were very difficult & traumatic and highlight the need for continuing education and a checklist that includes planning for care, a phone list on hand, and communications. **Report accepted as presented.**
 - c) Program Coordinator –(next report in Sept)
 - d) Kootenay Library Federation (KLF)- The KLF wage survey is now open until June 28. Spring 2025 meetings may be in Kaslo. Organizational help would be needed. The first question would be: could we secure enough rooms for accommodations. Eva to look into a grant to hire staff to explore feasibility.
8. New Business:
- a) Boards as employers (Leah) – Fall project to update job descriptions and implement contracts. Eva to look into director's insurance and ask for the presenter of 'Boards as employers' slide shows (2 –part series).
 - b) 2025-2029 KDPL Budget (notes & attached) The 2025-2029 budget is a continuation of the current budget with slight modifications that achieves average funding by 2029 if projections do not vary too much. **Motion to approve the 2025-2029 budget as presented. Donna/ Leah/ carried.**
 - c) NLP History & Progress presentation (tabled) – the presentation is ready and it will be shared with the CAO to introduce him to the project.
9. Next Meeting: September 19, 2024. Celia sends her regrets.
10. Adjournment: **7:31 pm - Margaret**