



WHISTLER PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Thursday, September 5 @ 5:30 pm
Whistler Public Library, Flute Room Muni Hall
MINUTES

Attending:

Bevin Heath Ansley (Chair)
Kathleen Graham
Allison Winkle
Celia Utley
Ralph Forsyth
Sharon Schrul
Tina Young
Elizabeth Tracy
Curtis Collins
Mandy Rousseau

Regrets:

Josie Chuback
Kelly Gartshore

050. Call to Order

Traditional Territories Acknowledgement Statement by Mandy

100. Approval of Agenda

Motion: That the Agenda be approved with the amendment

Moved: Kathleen

Seconded: Tina

Approved Unanimously

200. Consent Agenda*

1. Play well with others

1.1 Public Comments

2. Make Life Better

1.1 Approval of Minutes of previous meeting

1.2 WPL Dashboard & 2018 Annual Report

1.3 Chair Report

**Motion to approve*

Motion: That the reports be received
Moved: Mandy
Seconded: Allison
Approved unanimously

300. Business Arising from Reports

400. New Business

1. Play well with others

1.1. Policy 900: Community Relations

Policy has been approved as is

1.2. Building Relationships “High Notes” – Allison

Allison reviewed a list of things she did at the library, like meditation, yoga, and borrowing a charger, to name a few.

1.3. January – July 2019 Finance Report – Elizabeth

Elizabeth addressed the Finance Report. She mentioned that the library is doing quite well.

- Timing of reporting – Kathleen

Kathleen mentioned that there was talk of having semiannual reports but because of timing, it was not effective. Elizabeth will provide the Board with quarterly reports on budgeting to approve, so the process is not so challenging and also to keep everyone informed.

1.4. Future Direction of Capital Reserve – Kathleen

Kathleen included an informative document in the Board’s package which explains the WPL Capital Reserve and Charity account.

Motion to implement a policy regarding the use of the Capital Reserve with the RMOW that manages the reserve to be allocated to Capital expenditures only.

Moved: Tina

Seconded: Curtis

Approved Unanimously

500. Old Business

1. Make Life Better

1.1. Governance & HR Committee work new policies review - Ralph

- Risk Management strategy recommendations for:
 - Conflict of Interest
 - Code of conduct

Ralph reviewed and answered questions on the Governance. Bevin mentioned that once the Governance policies are reviewed, they will be added to the Policy Manual

- Library Director evaluation recommendations

Ralph mentioned that the Board is responsible for the Director performance and recommended to be vigilant and evaluate only once a year.

- Board Competencies Survey Results 2019

Bevin reported that the Board is well balanced and there is not a real need to fill according to strength

1.2. Recruitment process & schedule for 2020 Board members.

Bevin mentioned that the applications have to be in by Oct 2 and to encourage friends and new recruits to apply. The interviews are going to be on Oct 7.

2. Play well with others

2.1. Fundraising meetings & events update – Bevin

Bevin mentioned that Sep 21 is the Dusty fundraising with the Rotary club. It is well organized and the silent and live auctions are going well. She encouraged everyone to promote the sale of tickets.

Mandy reported on Cornucopia. She mentioned that the online auction is directed by Gord and they will go live on Nov 3, so all the items will have to be acquired by that date.

600. Agenda items for next meeting

1. Policies' Appendices Review
2. News from committees

700. For Information and important dates

1. October 2nd 4 pm Cultural Connector Chamber Après @ the Audain
2. Interlink Net Lender Report Jan-June 2019
3. Minutes of the Friends June 19th
4. High Notes discussion leaders: October – Mandy. November – Josie
5. Traditional Territories Acknowledgement statement reader: October – Curtis. November – Josie. December - Kathleen
6. Next Meetings:
 - 1.1.Executive – September 24, 2019 @ 4:00 pm Library Director's office
 - 1.2.Board – **October 9, 2019 @ 5:30 pm Flute Room Muni Hall**

900. Adjournment

Motion: That the meeting be adjourned

Moved: Tina

Seconded: Mandy

Approved unanimously