



WHISTLER PUBLIC LIBRARY BOARD
OF TRUSTEES MEETING

Wednesday, November 9, 2022

Formal Meeting 5 to 7 p.m.

**Hybrid Meeting –
Community Room
& Zoom**

MINUTES

Attending:

Mike Walsh (Chair)
Bevin Heath Ansley
Jeff Murl
Josie Chuback
Karen Laughland
Ralph Forsyth
Sheilagh Martin
Thomas Sikora
Tina Young
Mikale Fenton
Staff:-
Kaley O'Brien
Maz Esnouf
Nadine White

Regrets:

Cathy Abell Fedoruk
Gail Banning

050. Call to Order

Traditional Territories Acknowledgement Statement – Josie

The Whistler Public Library is grateful to be on the shared, unceded territory of the Lil'wat People, known in their language as Lił'wat7úll, and the Squamish people, known in their language as Skwxw7mesh. We respect and commit to a deep consideration of their history, culture, stewardship and voice.

100. Approval of Agenda

Motion that the agenda be approved with the amendment that 400.1 be “in camera”

Moved: Tina

Seconded: Josie

Approved unanimously

200. Consent Agenda

Minutes from October 5, 2022 Meeting

WPL Dashboard October

BC Public Library Partners Letter to Board Chair

InterLINK Board Meeting Summary September 2022

Motion that the Consent Agenda be approved

Moved: Ralph

Seconded:

Sheilagh

Approved unanimously

300. Business Arising from Reports

400. New Business

Motion to go in camera

Moved: Josie

Seconded: Bevin

Approved unanimously

1. Play well with others

1.1 Update on Library as shelter during Emergency Weather Response – Lindsay Debou (Manager of Protective Services, RMOW) & Kerry Hannah (Emergency Social Services Coordinator, RMOW)

Motion that the regular meeting of the WPL Board be reconvened

Moved: Josie

Seconded: Bevin

Approved unanimously

Motion that the library Board is supportive of the 2022-23 RMOW extreme weather shelter plan

Moved: Tina

Seconded: Bevin

Approved unanimously

2. Make life better

2.1 Welcome Mikale as new library director – round table introductions

All the Board members introduced themselves and Mikale said a few words about her work priorities. She also mentioned that the Whistler library is highly regarded in the

library field.

Discussion/Decision

3. Make an impact

3.1 Policy review

- 800 (Library Facility, includes Fundraising)
- 900 (Community Relations)

The Board discussed the proposed changes made in Policy 800 and 900 by the acting library directors

Motion to approve Policy 800 and 900 with the changes

Moved: Josie

Seconded: Sheilagh

Approved unanimously

3.2 Risk Report Register Overview

Tina mentioned the first step in a risk report register is the risk register, which is to identify risks based on severity. The library is regulated under the BC Library Act and the risk register focuses on our priorities and resources. The risk report focus looks to identify gaps & it needs to be updated every second year. The three primary risks are the relationship with the RMOW and loss of RMOW's full financial support, the loss of a capable, inspired Library Director, and the loss of WPL's physical library. She mentioned that over the past 2 years the risk register has been tested as library has experienced the loss of the director, the pandemic, and the cyber-attack. Josie mentioned that as a governance Board, they are to ensure that staff to have an operations risk plan in place and that it also is reviewed annually. Thomas suggested that changing the plan to a strategy could be better wording.

Mikale said that she does not have a lot of experience in operations risk policies & procedures but is open to working on a document like that.

Motion to accept the amendment of the management of the risk policy 302.4.3

Moved: Josie

Seconded: Ralph

Approved unanimously

Motion to accept the 2022 Risk Report

Moved: Josie

Seconded: Bevin

Approved unanimously

Discussion/No Decision

1. Make an impact

1.1 Q3 Financial Report and 2023 budget update

Acting Library Director Kaley reported that the third quarter of 2022 expenditures are

on track and pay roll is under because of the vacant director position. The contract services line in the budget has been reviewed by finance and is being coded more appropriately.

Motion to receive Q3 Financial Report

Moved: Thomas

Seconded: Tina

Approved unanimously

2. Play well with others

2.1 RMOW Update and Election

Ralph mentioned that the new Council members will be sworn in next Tuesday.

Congratulations to Jeff Murl in being elected to council.

2.2 Friends of the Library Update

Sheilagh mentioned the fundraising effort with bulbs was great effort by all.

2.3 Donation campaign update

Karen mentioned that a total of \$1100 was fundraised for the October "Library month".

3. Be an inspiration

3.1 Strategic planning update

Nadine shared that the recommendation from Chelsea and Andrea was for us to do a bridging plan for this year and next year have a full strategic planning process. We have a tentative strategic planning session scheduled on Dec 6, at 8 to 11 a.m.

4. Make life better

4.1 Board Self Evaluation

To be presented and discussed at the next meeting

4.2 Acting Library Director Update

Kaley and Nadine noted that the ABCPLD was thankful for our library donation to the Strategic Initiatives Fund and they were hopeful the project would move ahead early in the New Year.

500. Old Business

600. Agenda items for next meetings

1. Make an impact

1.1 Draft 2023 Budget Presentation

1.2 Appendix 3 (Library Facility Use Request Form)

2. Make life better

2.1 Announcement of New Trustees

2.2 Business Plan Review

2.3 Review of Board Self-Evaluation & Trustee Feedback

2.4 Review of 2022 Committee Work

700. In camera (placeholder)

*Motion to go in camera

800. Adjournment –

Motion to adjourn

Moved: Tina

Seconded: Bevin

Approved unanimously

Next Meetings:

Executive – Tuesday, November 29 at 4 to 5 p.m.

Strategic Planning – tentatively scheduled for Tuesday, December 6 at 8 to 11 a.m.

Board – Wednesday, December 7 at 5 to 7 p.m.