



WHISTLER PUBLIC LIBRARY BOARD  
OF TRUSTEES MEETING

**Wednesday, February 1, 2023**

**Formal Meeting 5 to 7 p.m.**

**Hybrid Meeting –  
Community Room  
& Zoom**

**MINUTES**

**Attending:**

Mike Walsh (Chair)  
Ali Blancher  
Bevin Heath Ansley  
Josie Chuback  
Gail Banning  
Karen Laughland  
Ralph Forsyth  
Sarene Bourdages  
Sheilagh Martin  
Thomas Sikora  
Tina Young  
Mikale Fenton

**Regrets:**

**050. Call to Order**

Traditional Territories Acknowledgement Statement – Ali Blancher

*The Whistler Public Library is grateful to be on the shared, unceded territory of the Lil'wat People, known in their language as Liw̓at7úll, and the Squamish people, known in their language as Skwxw̓7mesh. 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

Moved: Tina

Seconded: Bevin

Approved unanimously

**200. Consent Agenda**

Public Comments

Approval of the minutes of the previous meeting- January 4, 2023 Meeting

WPL Dashboard January

Board Calendar

Motion that the Consent Agenda be approved

Moved: Ali

Seconded: Karen

Approved unanimously

**300. Business Arising from Reports**

**400. New Business**

Mike confirmed that all Trustees approved the Budget 2023, via email.

**1. Make an Impact**

**1.1 Committee and Representative Presentations: Terms of Reference and Goals for 2023**

Mike reviewed that all municipality committee need to review their Terms of Reference yearly.

**1.2 Executive**

Mike talked about the responsibilities of the Board, and mentioned that the most important goals of the Executive Committee is to support the library director, and improve communication. Bevin reminded everyone that the Executive Committee is working for the Board.

**1.3 HR&G**

Sarene cited the purpose of the HR&G Committee is to enhance the overall performance of the Board, assist with recruitment and ensure succession planning. The key duties and responsibilities are to work with the RMOW for trustee recruitment, Board skills & competencies and self-evaluation, onboarding & trustee development and Governance & HR reports. Thomas pointed out all the good worked made by Bevin in setting up the website to provide a foundation for Trustee work and communication.

**1.4 Advocacy and Fundraising**

Karen explained that fundraising is tied with capital projects like the Wonder Lab, maintaining the capital reserve fund, and by building on fundraising campaigns such as October's "Love your Library" initiative. This committee also works to strengthen and develop relationships with council, key community members and organizations (e.g. Friends). Some of the 2023 goals for this committee include launching the Wonder Lab, updating the touchpoints document, continuing to strengthen the relationship with the Friends, and to build stronger relationships with other local philanthropy organizations.

**1.5 Finance**

Thomas mentioned that the committee ensure that the financial affairs of the library are conducted in a responsible and transparent manner. SOFI, Budget, Q1 to Q4 and Year End are some financial statements reviewed over the year. Mikale mentioned that the Budget development is a growth area for her and lots of learning for her.

#### 1.6 Risk

Tina mentioned the risk register is to be reviewed annually. The 3 key risks are loss of funding, loss of library director, and loss of the library building.

#### 1.7 InterLink

Josie talked about what InterLINK does, which is facilitates open access to 18 member libraries for all residents and provides delivery service, support interlibrary loan, manage and distribute funds to net service providers, develops partnerships to support InterLINK and more.

#### 1.8 Friends of the Library

Sheilagh mentioned that the Friends are focused on the raffle coming in February, the sale of the plants and the bulbs.

#### 1.9 Special Projects

Bevin mentioned the goals are broadening our perspective on equality, diversity and inclusivity with a focus on our indigenous peoples. Some proposed activities are blanket ceremony, Board book club. Keeping the connection with RMOW, SLCC, immigration services, Board meeting on a Nation's land/Pow-wow's/Exhibits. Josie mentioned that indigenous awareness course is available to all Trustee, she will send out the link to register.

#### 1.10 RMOW Council Representative

Ralph updated the Board on some new developments, bus service is cutting down service due to staff shortage, Rainbow Park is being upgraded and will be close all summer.

#### 1.11 Library Director: Goals and Update

Mikale mentioned that bridging plan is an extension to the existing strategic plan.

She said that the goals are foster director relationships, understand our community, finish what we started and strengthen our staff culture.

She said that we would have information on our website to let the community know the status on our strategic plan

She updated the Board with the program and community highlights, staffing highlights and the director relationships of the month

## **Discussion/No Decision**

### **500. Old Business**

### **600. Agenda items for next meetings**

#### **1. Make an impact**

##### **a. 2022 YE Financials**

- b. LD – Professional Development Plan (PDP)
- c. Provincial Grant Report Approval
- d. Policy 300 and 400

**700.** In camera (placeholder)

*\*Motion to go in camera*

**800.** Adjournment –

Motion to adjourn

Moved: Tina

Seconded: Bevin

Approved unanimously

Next Meetings:

Executive – Tuesday March 28th at 4 to 5 p.m.

Board – Wednesday April 5<sup>th</sup> at 5 to 7 p.m.