



**Nelson Public Library Board
Regular Meeting
Thursday, January 18, 2024**

Minutes

In Attendance

Tracey Therrien, Chief Librarian
 Laura Harris, Asst. Chief Librarian
 Anni Holtby
 Caroline McChesney
 Sue Adam
 Fernando Murray
 Leslie Payne
 Jesse Piniero
 Day Stewart

Regrets

Kathleen Cauley
 Lesley Garlow

Recorder: Zoë Creighton (by recording)
 Guest: Lisa Tremblay (from Area E)

	SUMMARY OF ACTIONS FROM THIS MEETING	Who	By When
1.	Ask Lesley Barlow to continue on Gov and Noms Cttee	Anni	February
2.	Each committee to arrange a time to meet prior to Feb. Board meeting to establish a lead and review 2024 goals.	Each committee	February

Meeting called to order at 6:34 PM by Tracey Therrien.
 Tracey Therrien offered the Territorial Acknowledgment.

Trustees and staff introduced themselves, and participated in icebreaker activity.

1. Adoption of Regular Agenda

M/S C. McChesney/ C. Adam

That the Agenda for the meeting be adopted as circulated. **CARRIED.**

2. Adoption of Consent Agenda

- Fund Development Committee Report

Tracey reported that the November minutes had some errors, they were therefore taken out of the consent agenda for discussion. Tracey declared the remaining consent agenda accepted.

3. November Meeting Minutes

M/S. C. McChesney/ L.Payne

To adopt the minutes of the November meeting as edited for errors and circulated in the January board package. **CARRIED.**

4. Inaugural Meeting: Elections and Appointments

a. Election of Officers

Chair

Anni Holtby was nominated for and accepted the position of Chair.

Vice Chair

Caroline McChesney was nominated for and accepted the position of Vice Chair.

b. Appointment of Representatives

- **Appoint Rep & Alternate: Kootenay Library Federation**
Sue Adam/Caroline McChesney
- **Appoint Rep: BC Library Trustees Assoc.**
Day Stewart put her name forward.
- **Appoint Rep: Friends of the Library**
Anni will approach Kathleen Cauley, who was not present.

c. Appointment of Committee Members

- **Personnel (max 3),**
Anni, Caroline
- **Gov & Nominations (max 4)**
Caroline, Anni
- Anni to ask Lesley if she wants to continue
- **Fund Development (max 4)**
Sue, Kathleen, Anni

5. Board Annual Agenda for February: for information only

- Identify Committee goals & objectives for coming year
- Update Board Manual (Policies, Org. Chart, Contact list etc)

6. Librarian's report

Tracey offered highlights of her distributed report for November and December, centred on the themes in the staff workplans that effectively guide their work. Discussions and clarification ensued.

6. Financial Quarterly Update, Dec. 2023:

Tracey presented quarterly financial reports as distributed in the board package, offered details and year-end projections, and responded to questions from Trustees.

7. Business/Action items arising from Minutes

REVIEW OF ACTIONS FROM NOVEMBER MINUTES	WHO	STATUS
1. Fund Development committee will work on plan for small steps to promote donations options, including developing clear language around multiple options	Fund Development committee	ongoing
2. Ask two people to visit the NPL donation website and collect feedback regarding the extent to which it is user friendly (or not) and gather questions about info that may be missing.	Fund Development committee	Feb. 2024 meeting
3. Consider adding a Paul Nazareth video as a board generative discussion piece in the new year	All trustees	2024
4. Provide Anni materials on Intellectual Freedom for KLF facilitation	Tracey	completed
5. Confirm council availability on 4th Tuesday of every month and communicate 2024 Board schedule to Library Board Members	Tracey/Anni	Completed

8. Ratify email motion: Nov. 29, 2023

M/S L. Langille/ D. Butterfield

Motion to accept the draft 2024 library budget as presented on Nov 29th.

Responses to approve, 2 no replies: **CARRIED.**

9. New Business

a. Advocacy Activity

Guest - BCLTA Executive Director Veia Coronando (online)

Trustees were treated to a presentation on being an effective advocate, and engaged in opportunity to discuss trustee advocacy.

b. Patron Satisfaction Survey

Tracey and Laura provided an overview of the budget presentation and the patron survey results, as distributed in the package. Caroline, Tracey presented the budget in person (Anni attended online) to City council on Jan 9th

- c. **TABLED:** Committee breakouts: identify committee lead and establish date for first meeting prior to February board meeting. Introduce Committee Workplan Template.

Actioned to each committee to set date and meet prior to Feb. Board meeting

Lisa Tremblay departed at 8:15

M/S S.Adam / C. McChesney

That the Regular meeting be adjourned. **CARRIED.**

Moved to in camera at 8:16 PM.

Next Regular meeting: Thursday, February 15 at 6:30 PM