



Nelson Public Library Board  
Regular Meeting  
Tuesday February 15, 2024  
*Minutes*

---

**In Attendance**

Tracey Therrien, Chief Librarian  
Laura Harris, Assistant  
Anni Holtby  
Jesse Pineiro  
Sue Adam  
Kathleen Cauley  
Dey Stuart  
Fernando Murray

Recorder: Zoë Creighton  
Guest: Kathy Speirs – Area E

**Regrets**

Lesley Garlow  
Caroline McChesney

---

Meeting called to order at 6:30 PM by Anni Holtby, who also offered a territorial acknowledgement and welcome. Introductions were made.

**1. Adoption of Regular Agenda**

**M/S**            K. Cauley/ S. Adam

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

**2. Adoption of Consent Agenda**

- Correspondence: budget follow-up letter to Mayor and Council
- Committee & Liaison reports:
  - Gov & Nom: Anni
  - BCLTA (no updates): Dey
  - KLF: Sue
  - Personnel Committee: Anni

Anni declared the consent agenda adopted, with the removal of the KLF report, which will be discussed under Committee Reports.

**3. Motions required from January Board meeting: election of officers, etc.**

**M/S**            J. Peneiro/ S. Adam

To accept the election of officers, and appointment of committee members and representatives declared at January meeting. **CARRIED.**

Kathleen Cauley agreed to serve as the Representative to the Friends of the Library.  
Lesley Garlow agreed to serve on the Governance and Nominations Committee.

#### **4. Committee Reports**

##### **Fund development: Anni**

Anni provided a report from the most recent meeting and considering asking someone from the Friends of the Library to join committee.

##### **Friends of the Library: Tracey**

Tracey reported on the recent meeting, with the election of officers. They are quite short on members and are thinking of shifting their meeting time to accommodate others. They are contemplating new ways of fundraising such as Trivia Night.

##### **KLF: Sue**

Sue provided a report. She has not yet attended a meeting – AGM moved from March to April 10. In person meeting will be in May in Nakusp. Sue will reach out to the ED to get caught up. They are looking for someone from a large Library, like NPL, to sit on their executive.

#### **5. Board Annual Agenda:**

**Feb:** Identify Committee objectives for coming year

Committees shared workplan strategies:

**Governance and Nominations** – introduced by Anni.

- Succession planning and Board self-evaluation needs to happen in May/June.
- Update Board Policy Manual.
- Recruit Area H South Trustee – a discussion ensued around the importance of this.
- Research a youth non-voting member.
- Consider how to incorporate an Indigenous lens in Board practices (policies etc).

**Fund Development** – introduced by Kathleen

- Actioning and updating the toolkit for advocacy. Trustees have the resources to implement some of their learnings from last year. Sue offered the reasoning behind the toolkit – to socialise concepts and familiarise the board with how to ‘tap into the passion and interest’ when speaking with outside groups.
- Reviewing existing funding streams and addressing gaps, such as legacy giving, Osprey donations and estate donations.
- Continuing to lobby for increased funding at all levels of government.
- Speak with community partners to build allies through joint endeavours.
- Strengthen relationship with Friends.
- Working towards new facility to meet community needs and library trends (as per previous motion to form an ad hoc working group).

**M/S** K. Cauley/ D. Stewart

To accept Committee workplans as presented. **CARRIED**

**March:** receive annual report to the Community

## 6. Librarian's report

Tracey offered highlights of her distributed report, including:

- i. Many meetings with external partners in January. Slovan Valley partnerships to bring programming to the community that is no longer available.
- ii. Laura has been working hard on the digital strategy – tech drop in – bring your phone and all of its issues. Training on the digitization station. A few funding applications are out.
- iii. Tracey went to the Ontario Library Association Conference – attended sessions on intellectual freedom, AI, demonstrating impact; struggle of small rural libraries in term of funding and board recruitment.

## 7. Staff workplan: Tracey + Laura

### - 2023 review

Laura provided an overview of the KPI's tracked over the last year, in areas of accessibility, excellence of service, EDI/decolonisation, sustainability, etc. A discussion ensued around the benefits of the process and its long-term impacts of tracking effectively.

### - 2024

Tracey talked about the goals and process going forward. Discussions ensued, and congratulations to staff were passed on.

Anni asked what support Tracey and Staff need from the Board to implement these workplans – e.g. policies.

## 8. Business/Action items arising from Minutes

	SUMMARY OF ACTIONS FROM JANUARY MEETING	Who	Status
1.	Committees to meet prior to Feb. board meeting to set 2024 priorities, review/add updates on existing strategies, and establish a lead person.	Members of Gov & Nom and Fund Development committees	Complete– reported out at this meeting
2	Ask Lesley Garlow if she is interested to continue on the Gov. & Nom committee	Anni	Complete
4	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	Complete

## 9. Advocacy Activity: Community Connections – Kathleen

- Email exercise
- Kathleen introduced the activity which centred around knowing the goals, missions and values of the groups approached. The group crafted an actual email to send based upon some of the approaches in the advocacy toolkit.
- Trustees shared their perspectives of which community group they might approach, and how they would begin the conversation.

## 10. Generative Discussion

Canadian Urban Council of Libraries & Canadian Urban Institute report: [Overdue](#)  
Trustees explored key take aways that may apply to our library and community.

## 11. Adjournment

**M/S** J. Peneiro/ K. Cauley

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

Moved to in camera at 8:16 PM.