

To support and represent trustees in advancing public libraries

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| **Date** | March 3, 2020 |
| **Location** | Teleconference / Zoom |

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| **Present**  Mike Gagel (Chair)  Rhonda Sherwood  Dave Clark  Caty Liu  Babs Kelly, ED (minutes) | **Regrets**  Elysia Glover  Erin Carlson  Brenda Leigh  **Absent** |

**Board Meeting Minutes**

1. **Call to Order**

Board meeting called to order at 7:05 pm.

1. **Approval of the Agenda**

**Moved** by R. Sherwood to adopt the agenda.

Seconded by D. Clark

*Carried*

1. **Routine Board Business**
   1. Consent Agenda
      * Approval of minutes, February 4, 2020
      * Correspondence – none
      * Executive Director Report: January 29 to February 26, 2020

**Moved** by D. Clark to receive the Consent Agenda.

Seconded by R. Sherwood

*Carried*

* 1. President’s Report (verbal)
* Met with the ED and discussed the Forum and AGM, ED recruitment, communications with the Ministry of Education, and initial planning of the 2021 BCLTA AGM and event at the Beyond Hope conference in Prince George.

**Moved** by C. Liu to receive the President’s Report.

Seconded by R. Sherwood

*Carried*

1. **Bookkeeper’s Report**

ED comments

* There has not been much financial activity since last month and we are readying for year-end and the financial review.
* Once the new ED is in place the board may want to consider moving to quarterly bookkeeper reports.

**Moved** by D. Clark that the BCLTA Board of Directors approve the Bookkeeper’s Report.

Seconded by M. Gagel

*Carried*

1. **Strategic Discussions**
   1. BC Public Library Partners’ update

ED:

* The Partners sent a post-budget announcement on February 25th.
* The Partners meet with advocacy consultant, Nikki Hill on March 5th.
* Provincial 2021 budget consultations will take place in the summer, perhaps as early as June.
* The Partners, with M. Gagel representing BCLTA, will be meeting with Minister Fleming on April 17th.

President:

* The importance of Partner communications reflecting that the request for $20M is not about restoring the budget to what it was before the cuts of over 10 years ago, but is about bringing the budget to an approximate amount of what it would have been with annual increases over the past 10+ years.
* ADM McCrea is on leave and this may impact our timelines for communications and relationship building with the Ministry of Education. (ED post-meeting note, such as the timeline for the BCLTA and Ministry of Education shared commitment statement).

**Moved** by M. Gagel to receive the BC Public Library Partners’ update.

Seconded by D. Clark

*Carried*

* 1. Director Survey and April 19th Orientation and Retreat
* Board Package

**Moved** by D. Clark to receive the report and to direct the ED to plan the Orientation and Retreat as proposed.

Seconded by R. Sherwood

*Carried*

1. **Review & Adjustment of Strategy**
   1. BCLTA Forum Update
      * See ED Report
      * Our financial risk for the event has been lessened due to the BCLA extending their use of the venue to BCLTA and the Ministry of Education granting $3000 for the keynote speaker.
      * The ED also provided an update on BCLTA workshop plans and Bulletin statistics.

**Moved** by R. Sherwood to receive the BCLTA Forum Update report.

Seconded by D. Clark

*Carried*

**7. Policy and Oversight**

1. BCLTA Board Policy Review

* Reminder that the BCLTA policy manual will be under review in the summer of 2020 and B.Kelly will draft policies for the September 2020 board retreat.
* The review and updating process will include mini-surveys of the Directors on specific topics such as meeting protocol.
  + - * 1. **Next Meeting**

1. ED Recruitment

In preparation for the next meeting M. Gagel provided update on the ED recruitment process and considerations for full board participation.

* + - * 1. **Move to In Camera**

**Moved** by R. Sherwood for the board to move to in camera to further discuss the ED recruitment process.

Seconded by C. Liu

*Carried*

The board moved in camera at 8:14.

* + - * 1. **Adjournment**

**Moved** by D. Clark to adjourn the meeting at 8:36.

**2020 Meeting Dates**

* April 7th
* April 19th. Board refresh / orientation meeting. The Richmond Public Library Boardroom has been booked for 10:30am to 2:30pm.
* May 5th or June 2nd
* September 1st (this is before Labour Day) or September 8th
* Friday, September 25 to Saturday 26 (potential board retreat to coincide with UBCM Convention begins September 21st in Victoria). Meeting to take place in Richmond, Vancouver or Burnaby.
* November 3rd