

Minutes of the Powell River Public Library Board meeting held in the Committee Room in City Hall at 3:43 pm.

**Trustees Present:**     **R. Wiebe, Chair**  
                                  **P. Brabazon**  
                                  **W. Cocksedge**  
                                  **K. Greenwell**  
                                  **M. Hodgkinson-Kristof**  
                                  **A. Hunter**  
                                  **S. Smith**  
                                  **R. Southcott**  
                                  **L. Rosen**

**Trustees Absent:**  
  
                                  **C. Smith, Vice Chair**  
                                  **P. Treavor**

**Also Present:**         **R. Burbank, Chief Librarian**  
                                  **N. Porter, Assistant Chief Librarian**

**1. Adoption of Agenda:** Moved and seconded that the agenda for the August 13<sup>th</sup>, 2018 meeting be adopted.     **CARRIED**

**2. Consent Agenda**     Moved and seconded that the Board adopt the consent agenda be approved                             **CARRIED**

- a) **Board Meeting Minutes June 11<sup>th</sup>, 2018**
- b) **Performance Measures**
- c) **Financial Reports**
- d) **Events and Programs**
- e) **Correspondence**

**3. Reports**

**a) Chief Librarian's Report – R. Burbank**

- One year after the opening of the new library the use remains high. Program attendance was nearly on par with July 2017.
- Facilities - The leak in the Anne Woznow Children's room has not been fixed, City maintenance continues to test solutions. Building Foyer will be the location for a permanent display showcasing the work of the Powell River Community Forest.

**b) Fundraising Status – R. Burbank**

- Friends of the Library have donated \$16,000 to purchase the Reading lounge and support the capital project.
- Support requested for the fundraising committee, additional trustees needed in this committee.
- The Water & Wood has sold 1,013 copies as of August 9, 2018 and raised a total of \$9,775.

#### 4. New Business

- a) **Informational - Minor change to the Library Act section 5(3) (municipal library board appointments) and 17(2) (regional district library board appointments). New appointments will take place in November 2018.**

All subsequent regular appointments will be made in November 2018.

- b) **Informational – Library Policies will reflect the legal name change of the qathet Regional District.**

- c) **Motion to accept the following revisions to Library Policies:**

- **Library Services – Borrowing Items from the Library – MOVED and CARRIED**

Use of the Library collections has changed, the Reference Collection circulates as does the Local Collection. Measures have been taken to ensure that the focus of the Local Collection is clearly defined. General Canadiana has been moved to the nonfiction section. Materials that were unfit to circulate were sent to other institutions that could maintain those materials.

- d) **Request for an additional trustee to join the Human Resources Committee.**

#### 5. Old Business

- a) **Update to the terms of short term borrowing from the City of Powell River.**

The short term loan no longer has a schedule for payments during the five year term, the Library Board may decide the amount and timing of contributions towards the loan. As of July 9, 2018 the total amount due is \$269,243. The loan maturity date is April 4, 2023, the current balance plus any accrued interest will be due by that date. Prolonging the term of repayment will increase the amount of interest needing to be paid.

- b) **Water & Wood cookbook at Sunshine Music Festival - W. Cocksedge**

Water & Wood will be sold by the festival in their vending booth, W. Cocksedge to coordinate. Discussion of fundraising followed this announcement the need for a meeting to plan fundraising activities was expressed.

- 6. Meeting Adjourned 4:35 pm**
- 7. Date of Next Regular Meeting: Monday, September 17th 2018 at 3:45**

**Prepared by: R. Burbank**