

Minutes of the Powell River Public Library Board meeting held in the Meeting Room A in the Library at 3:43 pm.

**Trustees Present:**     **R. Wiebe, Chair**  
                                  **P. Brabazon**  
                                  **W. Cocksedge**  
                                  **K. Greenwell**  
                                  **A. Hunter**  
                                  **C. Smith, Vice Chair**  
                                  **S. Smith**  
                                  **R. Southcott**  
                                  **P. Treavor**

**Trustees Absent:**  
**L. Rosen**

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

1. **Adoption of Agenda:** Moved and seconded that the agenda for the September 17<sup>th</sup>, 2018 meeting be adopted.

**CARRIED**

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

- a) **Board Meeting Minutes September 17<sup>th</sup>, 2018**
- b) **Financial Reports**
- c) **Performance Measures**
- d) **Events and Programs**
- e) **Correspondence**

3. **Reports**

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

September 21 and 22 PRPL hosted the IslandLink (ILLF) AGM and participated in a pilot of a staff exchange that will be replicated in 2019 with funding from ILLF. The 2019 budget is underway, with more than a full year in the new space we have stronger numbers to use in budgeting for the facility and staffing. Staff completed a survey of the use of our space in October, findings are positive and help highlight the use of library services by people with no library card.

- b) **Fundraising Status – C. Smith**

Cookbook is selling at craft fairs. Discussion around new projects needed in the New Year.

**4. New Business**

- a) **Motion to direct staff to disburse \$34,000 to the short term loan held by the City for the New Library project from the Library's New Library fund.**

**CARRIED**

There is approximately \$35,000 in the account for the New Library project. Utilizing these funds to pay down the loan quickly will avoid unnecessary interest payments.

- b) **Motion to recommend to City Council that Trustees Rosen, Hunter and Wiebe be reappointed to the Powell River Public Library Board of Trustees.**

**CARRIED**

Terms are up for these Trustees and need renewal.

**5. Old Business**

- a) **Motion to approve the draft renewal of the Library Service Agreement with qathet Regional District.**

**CARRIED**

Trustee Brabazon recused himself from the entirety of this motion and discussion which lasted from 4:05 to 4:09. Changes to this agreement are limited, substantive changes are only in the reporting obligations of the Library to the qathet Regional District.

- b) **For discussion. The Board should consider if the current total number of Trustees is satisfactory.**

The current size of the Board was due to the need for support during the planning phase of the new library. A smaller Board would not limit its capacity to fundraise. If it were ever needed the Board could grow its numbers to 13 as per the Library Act.

- c) **Motion to reduce the total number of Trustees from 11 to 9 on December 31, 2018.**

**CARRIED**

- 6. Motion to go In Camera:** Moved by Trustee P. Brabazon, seconded by Trustee C. Smith that following adjournment of this regular meeting, the Board move in camera and that the meeting is closed to the public on the grounds that the subject matter to be considered relates to matters covered by the Community Charter under Section 90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

**November 19th, 2018**  
Minutes

Powell River Public Library Board

**Meeting Adjourned 4:18 pm**

**Date of Next Regular Meeting: Monday, December 10th 2018 at 3:45**

**Prepared by: Rebecca Burbank, Chief Librarian**