Smithers Public Library Board Minutes

Wednesday, September 18, 2024, **6:30 p.m.**, at the Library

Item	Responsible	Action
Call to Order	Jim	Present: Jim Pojar, Charmaine O'Coffey, Sandy MacDonell, Amy Burgess,
		Shaunna Moore, Nancy Shanmugaveloo Regrets: Christine Tessier,
		Calvin Elliott
Territorial Acknowledgement	Wendy	
Adopt Agenda	Jim	AB Motion: To adopt the agenda with the addition of BCLTA Climate
		Ideation Workshop Seconded: SM Carried
Adopt Consent Agenda	Jim	NS Motion: To adopt the minutes of the August 21, 2024 regular
		meeting, the September 2024 Library Report, and the August 2024
		financials. Seconded: AB Carried
Correspondence	Jim	Trustee term letters from Town
Business Arising from Minutes		
Town Council Notes		
	Calvin	Deferred
New Library		
	Wendy	Christine and Wendy met with Jill and Sam from the Town on August 21
		to discuss the federal Green & Inclusive Community Buildings Program
		Grant (deadline October 16), which funds community space retrofits or
		new builds. The Town has requested a new estimate from the quantity
		surveyors. If it arrives by September 17, Council will be asked for the
		balance of the funding during their September 24 regular meeting. If so,
		the Town's grant writer will begin the grant application the following
		day.
Library Lease	Jim	Still no response from the Town. Wendy will ask again.
Volunteer Appreciation Tea	Jim	Library volunteers (Board, Friends, weekly volunteer shelvers and
		VolunTEENs) were thanked for their year-round contributions to the
		library and served refreshments by the staff.
Diversifying Board	Shaunna/Amy	Review Board Matrix template and advise the Town of any specific
	,	objectives. Wendy and Amy will contact people who work with
		newcomers to Canada and encourage them to apply.
		Bookkeeping/financial skills are always valuable on a Board as well.
New Business	Jim	Sandy, Charmaine, Nancy and Amy's terms end on November 30, 2024.
Trustee Terms		They are encouraged to re-apply for another term by submitting an
		application form to the Town before 1:00 p.m. on November 13.
	line	Vote conducted via email September 9-10, 2024: JP Motion: That
2025 ABCPLD Strategic Initiatives	Jim	Smithers Public Library contribute \$300 to the Strategic Initiatives Fund
Fund		of the Association of BC Public Library Directors (ABCPLD) in 2025.
		Seconded: NS Carried
2025 Funding Request to the		The library's 2025 funding request is due to Town by October 15, with
Town & Regional District	Jim/Charmaine	our presentation scheduled for the November 5th Committee of the
		Whole meeting. The draft budget will be reviewed at the October 9
		board meeting.
	Sandy	Five staff and one Board member are travelling to the NWLF Conference
Northwest Library Federation	Sandy	this week in Kitimat.

Friends of the Library	Nancy	140 Books for Babies kits were delivered to Public Health Nurses last week. Each kits includes a child-sized cloth book bag, a board book, children's music (CD or downloadable) and information on library children's programs and membership. The Smithers Legion donated \$1,400 towards Books for Babies & children's books this year, with donations from the Provincial Employees Community Services Fund, Heartstrings, and revenue from the Friends' garage sale and book sale coming together to cover the cost of this annual program.
BCLTA Climate Action Ideation Workshop	Shaunna	The workshop was presented by the BCLA Climate Action Committee. They have an approved climate action statement, calls to action, and are developing a toolkit this fall. The Committee encouraged libraries to take action in the following areas of their operations:
		 Strategic plans Policies (sustainable procurement, transportation) Staff development (creating climate leaders) Internal audit to determine areas of greatest impact Facilities (renovations and new builds, landscaping) Advocacy (local, provincial and to the public; highlight libraries as critical infrastructure during climate-related emergencies)
Adjournment 7:25 p.m.	Jim	Moved: CO Seconded: Nancy Carried
Next Meeting	Jim	Wednesday, October 9, 2024 at the Library 6:30 p.m. (1 week earlier than usual)