

CRD SOUTHERN GULF ISLANDS PUBLIC LIBRARY COMMISSION

Business Meeting Minutes

Wednesday July 3, 2024, by Zoom

In attendance (Commissioners, unless otherwise noted): Laura Vilness (Chair), Cee Cartwright-Owers, Joanne Peacock (Alternate), Lee Anthony, Eleanor Cocker, Debbie Lesurf, Ellen Bourassa, Pauline Preston (Alternate), Mari Warrior, Ginny Macoun, Werner Heinrich, Pat Van Holderbeke, Carmen Oleskevich (Library Director & minute taker).

Absent: Director Paul Brent

1. Call to order at 9:30 am. Welcome and videoconferencing procedures.
"We acknowledge that we are located on the ancestral and unceded territories of the Coast Salish people, including SENĆOŦEN speaking W̱SÁNEĆ First Nations and the Hul'quimi'num Treaty Group."
2. Approval of Agenda
Review on making amendments to an Agenda. Motion to approve the Agenda as circulated, by G. Macoun, seconded by D. Lesurf, carried.
3. Approval of SGILC Minutes of Apr. 3, 2024, meeting
Motion to approve minutes as circulated, by E. Cocker, seconded by C. Cartwright-Owers, carried.
4. Financial Report 2023-2024-2025.
C. Oleskevich reviewed the financial report for 2023 year-end and 2024 1st Quarter. Questions on expenses included within the category of staff wages, and on allocation of CRD funds for staffing. The draft Budget 2025 was presented based on projected trends in revenue and expenses. Motion to approve the Southern Gulf Islands Public Library Commission 2025 Budget moved by D. Lesurf, seconded by E. Bourassa. In favour (4), Against (3), Abstained (2). Motion passed.
5. Reports of committees
 - 5.1 Best Practices Committee report: (no discussion)
 - 5.2 FOIPPA - Privacy Officers team: Brief mention on working towards establishing common protocols to ensure protection of private personal information within library facilities.
6. New Business
 - 6.1 Staffing Procedures updates – *deferred to next meeting due to lack of time.*
7. Commissioner reflections – Requests for meeting in-person, questions on new forms for requesting staff subsidies, and desire for more time for discussions. L. Vilness (Chair) summarized the need for a follow-up meeting to be scheduled to address issues raised, including funding allocation, staffing procedures, and collaboration.
8. Upcoming business meetings: Oct. 2, 2024, at 9:30 a.m.
9. Adjournment at 10:33 am.