

Present Jennifer Rohloff, Chair Derek McKeever
Lyndsay de Jonge, Vice-chair (virtual) Debra Mikaelson
David Folstad, past Chair James Miller, City Council Representative

Regrets: Sarah Sloan

Staff: Heather Buzzell, Chief Librarian & Secretary to the Library Board
Daniel Lerch, Systems Librarian
Stephanie James, Public Services Librarian & Recording Secretary
Julia Cox, Youth Services Librarian

Guests: Kelsey Johnson, Manager of Recreation, Arts & Culture

Call to order: 5:30 pm

ESTABLISH QUORUM (4 voting members)

TERRITORIAL ACKNOWLEDGEMENT

Rohloff We would like to acknowledge that the land on which we gather is the ancestral, traditional, and unceded territory of the Syilx People of the Okanagan Nation.

ITEMS FOR ADOPTION

Rohloff 3.1 Adoption of Agenda

McKeever /
Miller It was MOVED and SECONDED

PPL2023-018 THAT the Library Board approve the agenda for the 22 March 2023 regular meeting as presented/amended.

Carried

Rohloff 3.2 Consent Agenda

- 1.1. Minutes of 22 February 2023 regular meeting
- 1.2. Financial Statements to 28 February 2023 – unadjusted
- 1.3. Committee Meeting Minutes:
 - 1.3.1. Finance & Planning Committee
 - 1.3.2. Policy & Personnel Committee
 - 1.3.3. Executive Committee

Mikaelson /
McKeever It was MOVED and SECONDED

PPL2023-019 THAT the Library Board approve the consent agenda for the 22 March 2023 regular meeting as presented/amended.

Carried

ITEMS PULLED FROM CONSENT AGENDA

nil

ITEMS FOR INFORMATION

2. Staff Reports

Buzzell

3.1 Chief Librarian's Report

- Filing staffing vacancies
- Managing the installation of the new circulation desk (in part) and new people counter
- Provincial reports and one-time funding
- Preparing staff training and assessments plan

Lerch

3.2 Technical Services Report

- Digital Services Tech started March 21
- Refreshing popular book lists
- Short term projects: people counter, phone system migration, and multifactor authentication
- Long term projects: website and emerging technologies planning

Buzzell

3. New library card design & waiving card replacement fee

Buzzell shared the new library cards with board members and recommended that the library waive the \$4 replacement fee and launch the new cards at the beginning of April.

Miller /
McKeever
PPL2023-020

It was MOVED and SECONDED

THAT the Library Board approve the waiving of the \$4 card replacement fee until Labour Day 2023.

Carried

ITEMS FOR DECISION

4. Old Business

Buzzell

4.1. Budget 2023

The Library presented its 2023 budget on March 14, it was passed as part of the larger city budget. Adjustments to the accounts will be made prior to the April meeting.

Buzzell

4.2. Board meeting times

Miller /
McKeever
PPL2023-021

It was MOVED and SECONDED

THAT the Library Board approve setting the new meeting time for regular board meetings as: 7:00 pm on the fourth Wednesday of the month.

Carried

4.3 Vice-Chair nomination/election

Mikaelsen /
Miller
PPL2023-022

It was **MOVED** and **SECONDED**
THAT the Library Board appoint Derek McKeever as the vice-chair for the remainder of 2023.

Carried

Buzzell

5. New Business
5.1. Membership Policy Review

Key changes:

- a. waiving of non-resident fee for non-resident cards for City of Penticton, Regional District of the Okanagan Similkameen, and School District 67 employees who work in Penticton but reside outside our service area.
- b. Addition of a barrier free card for individuals experiencing homelessness
- c. Adjustment of rules for children between the ages of 12 and 18
- d. Adjustment of expiry as renewal for all card types happens annually.
- e. Tightened restriction of card holders to one per member.
- f. Loosened restrictions on “permission to pick up.”

Folstad /
Mikaelsen
PPL2023-023

It was **MOVED** and **SECONDED**
THAT the Library Board approve the changes to policy 40.00 Membership as amended effective immediately.

Carried

Buzzell

5.2. Collection Management Policy Review

Key changes:

Addition of the Library of Things and other future non-traditional library materials to items we collect.

Miller / Folstad
PPL2023-024

It was **MOVED** and **SECONDED**
THAT the Library Board approve the changes to policy 70.00 Collection Management effective immediately.

Carried

Buzzell

5.3. Exploring Penticton pass (working title)

Key points:

- The pass will be funded, at least initially, through a donation and grants
- Will allow the library to expand services by introducing library patrons to activities and recreation opportunities within and around our community.
- Initial approaches have indicated the interest in participation by partners

Mikaelsen /
Folstad
PPL2023-025

It was **MOVED** and **SECONDED**
THAT the Library Board approve, in principle, the development of the Exploring Penticton Pass.

AND THAT the Library Board direct staff to develop the service in advance of the April Board meeting.

Carried

ITEMS FOR DISCUSSION

Rohloff 6. Role/Service agreement with CoP

Met with Anthony Haddad and Kelsey Johnson to discuss some of the concerns regarding miscommunications and understanding of the Library Board's role vis-à-vis the City of Penticton in the operations and governance of the library.

McKeever /
Folstad
PPL2023-024

It was MOVED and SECONDED

THAT the Library Board directs the Chief Librarian to work with the City of Penticton to create an agreement document on the roles and responsibilities of both parties in regards to Library operations and governance.

Carried

OTHER BUSINESS

None 7. In camera

8. Adjournment

Miller
PPL2023-026

It was MOVED

THAT the board adjourn the 22 March 2023 regular meeting at 6:20 pm.

Carried.

Certified correct:

HLB

Heather Buzzell, Chief Librarian &
Secretary to the Library Board

Jennifer Rohloff, Chair of the Library Board