

Present Lyndsay de Jonge, Chair
Derek McKeever, Vice-chair
David Folstad, past Chair
Wesley Nickel
Teri McKnight

Debra Mikaelson
Sarah Sloan
James Miller, City Council Representative
Sheila Hamilton

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

Guests: Anthony Haddad, General Manager Community Services

Call to order: 7:00 pm

ESTABLISH QUORUM (5 voting members)

TERRITORIAL ACKNOWLEDGEMENT

de Jonge

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

de Jonge

1. Adoption of Agenda

Miller /
McKeever
PPL2023-027

It was MOVED and SECONDED

THAT The Library Board adopt the agenda for the 26 April 2023 meeting as presented.

Carried

de Jonge

2. Consent Agenda

2.1. Minutes of 22 March 2023 regular meeting

2.2. Financial Statements to 31 March 2023 – unadjusted

2.3. Committee Meeting Minutes:

2.3.1. Policy & Personnel Committee

2.4. Correspondence: 2023-03-31, Public Library Grants Award Letter, M. Martin – Director, Public Libraries Branch, Municipal Affairs

Nickel /
Mikaelson
PPL2023-028

It was MOVED and SECONDED

THAT The Library Board adopt the consent agenda for the 26 April 2023 meeting as amended.

ITEMS PULLED FROM CONSENT AGENDA

Nil.

DELEGATION

Anthony Haddad, General Manager Community Services

Mr. Haddad gave a short presentation to the library board on the Community Services department and the Library's role as an arms-length part of that department.

ITEMS FOR INFORMATION

3. Staff Reports

Buzzell

3.1. Chief Librarian's Report

Key points:

- ABCPLD meeting at the beginning of the month.
 - o Rise of extremism in public opinions and its effect on libraries in BC in particular, but Canada more generally. Risk of losing public trust as a democratic non-partisan institution present, but not currently high. Further plans for lobbying for increased operational funding from province (meeting coming up on mid May), work session on working with our municipal CAOs and other partners and balancing the loss of trust with public in their city governments.
- KLF meeting April 28 (and for the KLF Board 29th)

Cox

3.2. Youth Services Report

Key Points:

- Ready, Set, Learn has started up again.
- Library working to support of Youth Week.
- Downtown Markets plans are underway.
- Library will be participating in Kidzfest and Peachfest.
- Plans underway for summer programming.

ITEMS FOR DECISION

4. New Business

Sloan

4.1. Public Services Policy Review

Key Changes:

- 60.01: Minor edits – adding “21st century literacies” to cover digital technologies
- 60.02.01: Minor edits, updating Ministry, document name and position titles.
- 60.02.02: Updating position title, removal of clauses for volunteer drivers, section on rescheduling due to weather, updating policy to match practice around homebound lost material.
- 60.02.03: Updating policy name to match collection type.
- 60.04: removal of age limit on parental responsibility.
- 60.05: rehomeing of orphan policy on 3D printing to 60.00 Public Services

Miller /
de Jonge
PPL2023-029

It was MOVED and SECONDED

THAT The Library Board adopt the amendments to Policy 60.00 Public Services.

Carried.

Buzzell

4.2. 2022 Statement of Financial Information

Per the BC Library Act, public libraries are separate corporations to their municipalities and though our finances are managed by the municipality ultimate control over the finances is the purview of the Library Board. It is one of our reporting duties to complete a Statement of Financial Information annually. Per section 2 of the Financial Information Act (FIA). Heather will present the 2022 SOFI.

Key points:

- Per the management report – the library’s finances are audited within the context of the City of Penticton’s annual audit by BDO Canada LLP.
- 2022 Financial Statements – 2 items of note:
 - 1) revenue for Grant province of BC digital services will be renamed to match current and 2022 “one-time grants” the remainder of that grant has been forwarded to 2023.
 - 2) much more spent on staffing than anticipated – due to labour load communication error (though per actual spending as reported on Schedule of remuneration and expenses that should have been much closer to budget)
- Schedule of Remuneration and Expenses for Library board and staff. Expenses include conferences, mileage, etc. We must report on employees who earn above \$75K and provide a consolidated total for the remainder. In addition, again due to the labour load issue, the Ministry of Finance requires an itemization of all benefits paid for by the employer and an explanation for variance from actuals to Financial statements. That variance is \$68,739 for 2022.
- Schedule of Payments Made for the Provision of Goods and Services requires that we report on all payments above \$25K – including the ‘payment’ to the city of Penticton, Receiver General, and to the Pension Plan provider.

McKeever /
Sloan
PPL2023-029

It was MOVED and SECONDED

THAT The Library Board approves the 2022 Statement of Financial Information as presented for submission to the Libraries Branch for review.

Carried

Lerch

4.3. Website

Key points:

- Working to website goals:
 1. A virtual space that is welcoming to all.
 2. Highlights the Library’s strategic goals and objectives
 3. Integrates seamlessly with the online catalogue
 4. Main access point for Library news
 5. Provides information on Library programs and events
 6. Encourages patrons to support the library

Website will launch on April 27. Buzzell will connect with the City communications team re press release.

ITEMS FOR DISCUSSION

Folstad 5. Food in the Library

Discussion was held regarding allowing food to be consumed in the library. Due to pest problems and cleanliness staff request to carry on with the no food rule at this time.

McKeever 6. Declarations of conflict of interest

McKeever suggested an opportunity for board members to declare conflicts of interest as a regular item on the agenda. It was decided that a friendly reminder would be placed at top of the agenda.

OTHER BUSINESS

Miller requested staff follow up with City Communications team regarding a press release announcing new board members appointed by city council.

de Jonge 7. Adjournment

Nickel It was MOVED

PPL2023-030 THAT the board adjourn the 26 April 2023 regular meeting at 8:05 pm.

Certified Correct:

HLB

Heather Buzzell, Chief Librarian

Lyndsay de Jonge, Chair