

Meeting Minutes
Kootenay Library Federation Board
May 6, 2017

Location: Club Room, Heritage Inn Hotel & Convention Centre (803 Cranbrook Street North)

Time: Saturday May 6, 2017, 10:00 AM to 3:00 PM (Mountain)

KLF Board Attendees: Martin Domeij (KLF Vice Chair, Grand Forks), Don Berriault (KLF Treasurer, Beaver Valley), Chris Ingles (KLF 2nd Vice Chair, Nelson), Jackie Letkemen (KLF Chair, Castlegar), Frank Longo (Fernie), Heather Davidson (Nakusp), Daneve McAffer (Invermere), Mary Bagan (Invermere), Ellen Watters (Kaslo), Brault Kelpin (Salmo), Cathie Kearns (Kimberley), Laurie Riehl (Creston)

KLF Library Director Attendees: Aaron Francis (Creston), Deanne Perrault (Cranbrook), Kathryn Foley (Trail), Beverley Rintoul (Rossland), Cari Lynn Gawletz (Grand Forks), Kim Partanen (Castlegar), Joanne Plesman (Children's Librarian, Sparwood), Diane Andrews (Elkford)

KLF Staff: Glenda Newsted

Regrets: Jane Thurgood Sagal (Radium), Jane Jones (Radium), Nicole Pawlak (Invermere)

Discussion: Non Profit Advisors Program

Glenda presented a short Powerpoint presentation of the KLF Organizational Assessment NPA Final Report recommendations.

Aaron Francis (LDAG Chair) provided a short verbal presentation on the current KLF governance structure asking the following questions:

- What does a board need to fulfill our governance role?
- What structure would enable us to do that efficiently?

Open discussion on the report recommendations. Report recommendations and KLF actions moving forward to be discussed in the following board meeting.

Regular Meeting Agenda – 11:25 am MST

1. Introductions

2. Additions to /Approval of the Agenda
 - Motion to approve as amended: Daneve McAffer. Second: Laurie Riehl.

3. Approval of October 2016 minutes. Don Berriault. Second: Heather Davidson. Carried.

4. Business arising from minutes

Letter to Libraries Branch – Glenda provided an update to this item. No letter was sent to the Libraries Branch regarding the October 2016 letter of decline for additional funds for Penticton as Glenda had a verbal conversation with the Libraries Branch and was informed that there were no funds allocated for the KLF and Penticton. Glenda shared the discussion with the Libraries Branch regarding STEAM related initiatives and that there is a greater likelihood of the KLF successfully receiving funds for such initiatives.

5. Correspondence – N/A

6. Reports

a) Chair Report – Jackie Letekemen

Due to the resignation of Glenda, the Executive has formed a Hiring Committee consisting of Chris Ingles, Kim Partanen, Aaron Francis, Don Berriault. The Committee will review the job description (expectations, skill set, process/management) with the goal of posting the position by May 23, 2017. The hope is to have someone in the position by July or August.

b) Treasurer’s Report: Don Berriault

Don provided the amended 2017 budget as a slight revision was suggested by the LDAG on May 5, 2017 - removed \$10,000 from Line 20 (Common ILS & BC Connect Support) and move these funds to Line 17 (Library Promotion & Programming) to support STEAM initiatives in the KLF. Motion to approve statements as distributed: Don Berriault. Second Ellen Watters. Carried.

c) KLF Directors Report – Glenda Newsted. Distributed prior to the meeting.

d) Libraries Branch – No report at this time.

e) LDAG Chair – Aaron Francis

-Provincial Strategic Plan to start in June with the Plan hoping to be set by the Fall.

-Would like input from all Public Libraries, opportunity to respond to this request coming out shortly.

BREAK for lunch: 12:05 PM MST

RESUME meeting: 12:52 PM MST

7. KLF NPA:

Based on the NPA discussion prior to the meeting, the following motion was presented and passed by the KLF Board.

Resolved that:

Based on the recommendations of the March 2017 Organizational Assessment KLF Final Report, the KLF Board intends to initiate further the clarification of two components:

1. Clarify governance versus executive (staff) roles of the KLF
2. Begin process to make recommendations towards structural change to the current KLF governance structure.

Moved: Don Berriault. Seconded: Brault Kelpin Opposed: Frank Longo

8. New Business:

Jackie Letkemen, KLF Chair, will be sending out an email to the KLF member library boards seeking feedback on the following questions: What does the KLF do for you (library)? Do you know what the KLF does?

Next meeting dates:

Friday October 13, 2017 – LDAG

Saturday October 14, 2017 – KLF Board

Meeting adjourned: 1:14 PM MST Moved: Heather Davidson. Seconded: Cathie Kearns.