

Board Minutes: Regular Meeting February 5, 2024

Sparwood Public Library Association

Present:

Rose Sharma (Chair)
Debbie Fraser (Treasurer)
Sam Atwal
Harold Baytaluke
Lois Halko

Regrets:

Samantha Chenier
Suzanne Georgiou-Morey (Vice-Chair)

Guests:

Anne O'Shea, consultant
Laurie Klassen, Columbia Basin Trust

Regular Agenda

1. Call to Order

The meeting was called to order at 6:18 pm MST.

2. Approve Minutes

Motion by Lois Halko, Seconded by Harold Baytaluke: *Be it resolved that the minutes of the January 22, 2023 Sparwood Board of Trustees meeting are approved, with the corrected spelling of one name.* Passed.

3. Approve Agenda

Motion by Sam Atwal, Seconded by Lois Halko: *Be it resolved that the agenda for February 5, 2024 is approved.* Passed.

4. Sparwood Public Library Policy Framework

The Board has engaged Laurie Klassen through the Columbia Basin Trust, to support updating SPL's policy framework in alignment with the Library Act. Laurie explained that all board decisions should be made within the boundaries of clear policies. Good policies:

- Ensure each trustee understands their role and responsibilities.
- Allows the board to focus on the issues at hand, within agreed upon rules of practice, instead of spending time debating the process.

- Ensures Trustees and staff understand how decision-making power is delegated – who is responsible for what.
- Builds trust with stakeholders: patrons, the District of Sparwood, the Ministry of Municipal Affairs, residents, donors and staff. Running the organization well gives them confidence.
- Makes it easier to recruit new board members when things run smoothly and have a strong foundation.

Trustees reviewed the policy framework and governance section.

Action item: Anne will send the Board a list of the 36 Public Library Associations in the province.

Motion by Sam Atwal, Seconded by Lois Halko: *Be it resolved that part A (Introduction and Policy Manual Administration) and Part B (Governance) be adopted, and that the following policies are repealed:*

1.4 Organisation and Structure Regarding Policy

1.5 Sparwood Public Library Board Composition and Operation

Passed, Harold Baytaluke noted opposed.

Laurie Klassen left the meeting.

5. Consultant biweekly updates

Motion by Sam Atwal, Seconded by Lois Halko: *Be it resolved that the Feb 2, 2024 Consultant Update is received.* Passed.

6. Correspondence

The board received the following formal correspondence:

- a. Legal opinion: Directors and Officers Insurance for Libraries (Kootenay Library Federation)
- b. For Information: Powers and Duties of PLA Board Members (BC Ministry of Municipal Affairs)

Lois has confirmed that Directors and Officers coverage is provided through the district. The Board is invoiced every February.

There were no questions regarding the Ministry correspondence.

Motion by Sam Atwal, Seconded by Lois Halko: *Be it resolved that all correspondence has been received.* Passed.

Action item: Sam will confirm this with the District.

7. Adjournment

The meeting moved in camera at 8:30 pm MST