

# Board Minutes: Regular Meeting May 27, 2024

Sparwood Public Library Association

Present:

Rose Sharma (Chair)  
Suzanne Georgiou-Morey (Vice Chair)  
Harold Baytaluke  
Lois Halko

Regrets:

Sam Atwal

Guests:

Anne O'Shea (consultant)

## Regular Agenda

### 1. Call to Order

The meeting was called to order at 3:02 pm MDT.

### 2. Approve Agenda

Motion by Lois Halko, seconded by Suzane Georgiou-Morey: *Be it resolved that the agenda for May 27, 2024 is approved. CARRIED*

### 3. Approval of Minutes

Motion by Suzanne Georgiou-Morey, seconded by Lois Halko: *Be it resolved that the minutes of the May 13, 2024 Sparwood Board of Trustees meeting be updated for clarity and approved. CARRIED*

The minutes of the May 22, 2024 meeting will be approved at the next regular meeting.

### 4. Annual General Meeting Planning

Trustees discussed the upcoming Annual General Meeting and reviewed the Ministry planning guide.

The AGM will be held on June 10, 2024 at 6pm at the Library.

Notice: The AGM has been advertised through the library website, facebook, a newspaper ad, and the Board would like to email the membership with the details.

Motion by Suzanne Georgiou-Morey, seconded by Lois Halko: *Be it resolved that the Sparwood Public Library Association email all members notice of the upcoming AGM. CARRIED*

Rose will email the District, Regional District and Ministry to notify them of the date, time and location of the AGM.

There is a need to establish a quorum for the AGM. The Board governance policies do not specify a quorum. Past AGMs have attracted between 10 and 25 members.

Motion by Suzanne Georgiou-Morey, seconded by Lois Halko: *Be it resolved that the Sparwood Public Library Association establish a quorum for the AGM of 10 members in good standing.* CARRIED

Board recruitment and elections:

- Sam Atwal and Lois Halko are stepping down from the Board, and Hungry Baytaluke has reached the 8 year term limit.
- Rose and Suzanne intend to remain on the Board for the second year of their two-year terms.
- The Library Act states that the Library Board is to consist of not fewer than 5 or more than 9 members, elected by the members of the PLA. Therefore the Board is seeking 7 more Trustees to form a Board of 9 members.
- There is a form on the SPL website for nominations (link) which is open until June 5th. All nominations received by June 5<sup>th</sup> will have their profiles posted before the AGM. Further nominations can be made from the floor.
- Suzanne has heard from some people that they would like to run for the Board. She will ask them all to fill out the nomination form.
- Anne has recommended that the SPLA have a third party conduct the elections so the Board can focus on the meeting. Rose has two people she is planning to approach to see if they can help.
- The elections at the AGM are for the members of the Board of Trustees. At the first meeting following the AGM, the members of the Board elect a chair / vice chair / secretary / treasurer. These positions are not automatically continued from the previous year.
- The Board plans to hold a meeting directly after the AGM for this purpose.

Minutes of the May 2023 AGM: Suzanne, Lois and Rose are looking for the minutes. Rose will check the files she was provided when she became chair. Suzanne will email the former secretary of the Board and Anne will email Tina to see if there is a copy in the library.

Agenda for the AGM:

1. Approve Agenda
2. Establish Quorum
3. Approve the Minutes of the 2023 AGM )
4. Board Report (Rose - verbal)
5. Approval of the 2023 Financial statements
6. Election of new trustees (7)
7. New Business
  - a. None

8. Adjournment

*Anne left the meeting at 4:05pm and Suzanne took over the minutes.*

Scrutineer: the Board discussed having Hungry as scrutineer.

**5. Plaque**

Motion by Lois Halko, seconded by Suzanne Georgiou-Morey: *Be it resolved to have the plaque honoring Jim's 42 years of devoted service as chief librarian of the SPL. CARRIED*

**6. Next meeting**

The next meeting will be held on June 5<sup>th</sup> after 2pm MDT. At that meeting the Board will approve Section D (Operational Policies) and discuss HR matters.