

Minutes, Kimberley Public Library Board Meeting
February 1, 2024
4:00pm call to order

Minutes: Greg

Present: Greg Bradley, Joanne Warholik, Jason McBain, Bob Gilchrest, Keith Nicholas
Tegan Madge

Regrets: Dan Moe

Accept Minutes: Motion to accept minutes of November 23, 2023.

Motion: Jason, Seconded: Jo; carried.

Reports

Treasurer: Jo submitted a written report including the year-end financials for the period ending December 31, 2023 prior to the meeting.

Motion: Accept the receipt of the KPL Financial Report covering the period through December 31, 2023.

Motion: Jo, Seconded: Jason, carried.

Director: Tegan provided updates to the Board on several ongoing program initiatives and projects including:

- Library renovation project and staff work area improvements.
- Christmas holiday event programming.
- Friend of the Library pop-up book store.
- Annual reports and Sitka/Evergreen year end procedures.
- Digital catalogue clean up.
- Grant application for public computer stations.
- LLEAD professional development workshop.

As well as admin/operational updates:

- Auto renewal of library items when possible.
- Adjustment to printing/photocopying costs: \$0.25 instead of \$0.20 – much easier administratively.
- Development of "Request for reconsideration of materials" forms,
- Upcoming BCLA conference in April, Tegan to attend.
- Rental room policy (Board to review and approve for next meeting)

Motion: Accept receipt of proposed rental room policy for Board review for adoption at next meeting.

Motion: Jason, Seconded: Keith, carried.

New Business

New Board Appointments

Welcome Bob & Keith to the Board! Kimberley City Council has made the following appointments:

- Councillor McBain term ending December 31, 2025
- Bob Gilchrist term ending December 31, 2026
- Keith Nicholas term ending December 31, 2026.
- Jo Warhol term ending December 31, 2025
- Dan Mo term ending December 31, 2025
- Greg Bradley term ending December 31, 2024

Chair, Vice Chair and Treasurer Appointments

Motion: That the Kimberley Public Library Board appoint Greg Bradley as Chairperson, Dan Moe as Vice Chairperson, and Joanne Warholik as Treasurer for the year ending December 31, 2024.

Motion: Bob, Seconded: Jason, carried.

City Budget Presentation

Greg and Tegan will attend the February 26 City of Kimberley "Committee of the Whole" meeting to present our proposed 2024 budget.

Annual Audit

The BDO Canada annual audit is underway. Most auditor questions will be directed to bookkeeper, Tegan or Greg but Board members may also individually receive questions.

Draft 2024 Budget

Greg and Jo presented the draft budget for Board review and discussion. Final version with any additional input will be emailed for approval ahead of the City budget presentation.

Motion: Accept the receipt of the 2024 Proposed Budget for the Kimberley Public Library.

Motion: Greg, Seconded: Jo, carried.

Meeting adjourned:

5:15pm; Motion: Bob, Seconded: Keith; carried.

Next meeting: February 27, 2024 at 4pm