

## **Minutes, Kimberley Public Library Board Meeting**

**October 22, 2024**

**4:02pm call to order**

**Minutes:** Greg

**Present:** Greg Bradley, Bob Gilchrist, Keith Nicholas, Ariane Brunet, Tegan Madge

**Regrets:** Jason McBain, Dan Moe, Joanne Warholik

**Accept Minutes:** Motion to accept minutes of September 19, 2024.

Motion: Keith, Seconded: Bob; carried.

### **Reports**

**KLF:** KLF Fall Board Meeting held in Kimberley October 26 weekend. There were significant challenges with the venue that was booked as the space wasn't unlocked/setup for the meeting. KLF Director will be following up with the venue.

**Friends:** Keith has volunteered to be the Board liaison with the Friends group and will meet with Paula.

**Director:** Tegan provided several updates to the Board, including:

- New hire for the City Parks and Facilities role that was the previous key contact for the Library. Tegan looking forward to meeting with the new person and providing list of items that are underway and/or require attention.
- Collection weeding underway. Will allow for shifting of some of the collection for better accessibility, eg. Large print and audio books.
- Tegan is looking at an opening hours change and shifting 2 hours from Saturday to Thursday when there is higher patron demand.
- Orders for new public access computers and an improved book drop have been made.
- KLF is looking at options for patron usage "people counters" for member libraries.
- Provincial "typical week" benchmark stats are upcoming. Designed to provide a snapshot of patron usage of all Library services.
- Library will be closed on October 29 in order to allow for all staff to participate in a Pro-D session with the Cranbrook Library.
- Shop Local campaign that is been run in conjunction with the Chamber of Commerce is underway.

## **New Business**

- Term Deposit  
KSCU Kootenay Saver term deposit matures November 7. Principal plus interest of \$3412.60 will be automatically transferred to KSCU chequing account.
- 2025 Budgeting  
Budget planning will be ongoing through November and December.
- Staffing  
Retirement of a staff member will necessitate the posting a permanent part time staff position.
- Evaluations  
Staff review feedback forms for Tegan have been received and Greg and Bob will compile.
- Bike Racks  
Bike usage is year-round, recommended that bike racks be left in place during winter months as well if snow removal needs permit. Will be added to list of items for City consideration.
- Chamber of Commerce Membership  
Motion: That the Board supports the Library becoming a member of the Kimberley and District Chamber of Commerce.  
Motion: Bob, Seconded: Keith, carried.

## **Meeting adjourned:**

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

**Next meeting:** November 26, 2024 at 4pm