

Minutes, Kimberley Public Library Board Meeting
September 19, 2024
4:05pm call to order

Minutes: Greg

Present: Greg Bradley, Joanne Warholik, Bob Gilchrist, Keith Nicholas, Dan Moe, Ariane Brunet, Tegan Madge

Regrets:, Jason McBain

Accept Minutes: Motion to accept minutes of May 28, 2024.

Motion: Jo, Seconded: Dan; carried.

Reports

Treasurer: Jo submitted a written report including the July financials prior to the meeting.

Motion: Accept the receipt of the KPL Financial Report covering the period through July 31, 2024.

Motion: Bob, Seconded: Jo, carried.

KLF: KLF Fall Board Meeting in Kimberley this weekend – all are welcome to attend.

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

- Recent personnel changes at the City have resulted in some communication challenges regarding maintenance/operations requests as position of previous key contact is currently vacant.
- Meeting room occupancy load still at 30. Lock rekeying necessary for room rentals and re-inspection by Fire Chief pending.
- Externally accessible book drop to be replaced. Increased circulation (yay!) is resulting in a greater volume of books being deposited after hours and books have been occasionally left outside when book drop is full.
- Library has received a REDI grant to replace public access computers. Discussion re. repurposing of end of life computers – local non-profits or other organizations that can put them to use?
- Summer reading club – wrapped up for the season, very successful once again.
- Shop Local initiative will run in October / November in collaboration with the Chamber of Commerce. Show your library card to get discounts at a number of local businesses.
- Library will be participating in upcoming events – Platzl Trick or Treat and Light Up.

New Business

- Staff Evaluations – There was some feedback from the union regarding the use of 360 degree evaluations. Alternate methods will be used for staff, Director evaluation will still be done with staff input using the 360 degree format that was prepared.
- Staffing – Tegan will be posting a staff position and would like to have the flexibility of 4 extra hours of weekly work time on that posting.

Motion: That the Library Director be tasked with posting a permanent part time staff position with up to 4 additional allotted hours at her discretion for operational needs. Job posting to made as soon as possible.

Motion: Dan, Seconded: Bob, carried.

- Term Deposit – transfer funds to chequing account.

Motion: That \$40,000.00 currently held in the “Kootenay Saver” Term Deposit with Kootenay Savings Credit Union be transferred to our KSCU chequing account.

Motion: Greg, Seconded: Keith, carried.

- Library Closure for Pro-D

Motion: That the library be closed on October 29 to allow for all staff to participate in a pro-D session to be held in conjunction with the Cranbrook library.

Motion: Jo, Seconded: Ariane, carried.

- Policy committee – A committee of Ariane, Dan, Bob and Tegan will work together to move forward on the development of library policies.

Meeting adjourned:

5:34pm; Motion: Jo, Seconded: Bob; carried.

Next meeting: October 22, 2024 at 4pm