

**CRD SOUTHERN GULF ISLANDS PUBLIC LIBRARY COMMISSION (SGIPLC)**  
**Business meeting**

Viewing room: Pender Island Public Library  
4407 Bedwell Harbour Road, Pender Island BC

**Thursday, January 22, 2026**

**Minutes**

In attendance (Commissioners unless noted): Debbie Lesurf (Acting-Chair, Saturna), Ellen Bourassa (Saturna), Pauline Preston (Alternate-Saturna), Hodie Rondeau (Mayne), Carol Ashwell (Mayne), Jay Gilbert (Pender), Sarah Stacy (Pender), Mari Warrior (Piers), Stephen Rybak (Galiano), Eric Sherbine (Galiano), Rob Fawcett (Alternate CRD Director), Carmen Oleskevich (Library Director), Colette Clarke (minute taker), and 1 member of the public.

1. Welcome new Commissioners, Land Acknowledgement, and videoconferencing etiquette
2. Approval of Agenda  
Motion to approve agenda by S. Rybak, seconded by H. Rondeau, carried.
3. Approval of Past Minutes  
Motion to approve SGIPLC Minutes from Oct 8, 2025, by E. Bourassa seconded by S. Stacy, carried.
4. Commission membership
  - 4.1 Welcome to new Commissioner S. Stacy and introductions were made.
  - 4.2 Election of Chairperson: D. Lesurf was elected as Chairperson for 2026 by acclamation; call for candidates for Vice-Chair were unsuccessful -- to be revisited at the next business meeting.
5. New Business
  - 5.1 Commission's role and responsibilities: C. Oleskevich gave a brief overview of founding documents (CRD Bylaws, CRD Library Services Agreement, SGIPLC Strategic Plan) and our 3 standing committees (Funding Allocation, Best Practices, Privacy Officers Team). Committee members must be Commissioners, although occasional advisors are permitted. Discussion on CRD General Manager Stephen Henderson in the newly created Electoral Area Services (EAS) department, and questions on linkage to our Commission as part of his portfolio. **Action:** R. Fawcett to follow up with information and share with Commissioners.
  - 5.2 Computer replacement project 2026 for Windows 11: C. Oleskevich gave an update with inventory completed of computers in SGI libraries, and noted computers that need replacement; sourcing secondhand CRD computers was not successful; each library responsible for the cost of new computers but SGIPLC will pursue bulk buying, and handle ordering and installation of new equipment by IT Contractor; new computers must be pre-approved prior to ordering; Saturna Library successfully fundraised for new computers from their community; Galiano Library often buys refurbished computers. **Action item:** C. Oleskevich to send out computer specifications and info on bulk buying rates.

6. Reports of committees

**6.1** Funding Allocation Committee: continuing to work on the Business Case Analysis Project, looking at funding model for libraries in our electoral area (CRD and provincial funds only); next step is to hire a consultant to complete the analysis; Committee members and Libraries Branch staff supported a draft job posting; Committee members to review applicants with both experience in public libraries and general financial analysis and select candidate. **Action:** Update job posting with feedback including consulting SGI libraries; post job by end-January/early-Feb. within SGI libraires, electoral area, and a wide net.

7. Library Goals 2026: Galiano, Mayne, and Pender libraries have recently formed fundraising committees; Pender Library attended helpful workshop on legacy giving; Mayne Library found a monthly donor campaign was successful; Saturna Library working on strategic planning, including volunteer support, and considering a new library building; Piers Library asked re-rental rates for SGI libraries, and also looking at fundraising.

The group thanked R. Fawcett for attending and providing information from the CRD.

8. Upcoming business meetings

- April 2026, TBA
- June 2026 TBA
- October 2026 TBA

9. Adjournment at 3:26 pm