

## CRD SOUTHERN GULF ISLANDS PUBLIC LIBRARY COMMISSION

Quarterly Business meeting  
Wednesday Jan. 15, 2025, by Zoom

### Minutes

**In attendance (Commissioners, except where noted):** Laura Vilness (Chair), Eleanor Cocker (Mayne), Ene Haabniit (Pender- Alternate), Hodie Rondeau (Mayne), Mari Warrior (Piers), Ellen Bourassa (Saturna), Eric Sherbine (Galiano), Cee Cartwright-Owers (Pender), Deb Woodland (Piers); Carmen Oleskevich (Library Director), Colette Clarke (minute taker)

Absent: Director Paul Brent, Debbie Lesurf (Saturna)

1. Call to order at 10:02 am
2. Approval of Agenda. **Motion** to approve agenda by E. Cocker, **seconded** by C. Cartwright-Owers, **carried**.
3. Commission membership
  - 3.1 Welcome to new Commissioners  
Ene Haabniit (Pender); Hodie Rondeau (Mayne); Eric Sherbine (Galiano); Deborah Woodland (Piers)
  - 3.2 Election of Chairperson  
By consensus, L. Vilness chaired this meeting, her final meeting as stepping down in March 2025; requested that Commissioners consider the role for the upcoming April 2025 meeting; the Chair position is well supported by Library Director. **Action:** interested Commissioners to contact C. Oleskevich by Feb. 1, 2025.
4. Approval of Minutes of Oct. 2, 2024, meeting. **Motion** to approve minutes from the Oct. 2, 2024, meeting by E. Cocker, **seconded** by C. Cartwright-Owers, **carried**.
5. Reports of committees
  - 5.1 Privacy Officers Team: Library Volunteer declaration forms have been completed; forms included commitment to protect patron privacy; C. Oleskevich thanked all for involvement in this important step to meet privacy legislation.
  - 5.2 Funding Allocation Committee: report of meeting from Oct 22, 2024, with Treasurers from SGI libraries; reviewed history and purpose of committee, discussed financial needs and CRD funds; provided comparison chart of library revenues and expenses; will be requesting an increase of CRD requisition for library services for 2026.
  - 5.3 Best Practices Committee – no report
6. Other Business
  - 6.1 Business Model Review  
C. Oleskevich met with Mari Martin, Director of Public Libraries Branch, Min. of Housing and Municipal Affairs (Aug. 2024); raised concerns of long-term funding and organizational challenges with 5 library facilities in our electoral area; proposal for a business case review, funded by Libraries Branch, to look at how library services are

delivered; Funding Allocation Committee expressed support; strategic planning on a district level (electoral area); discussion on proposal and Commissioners were supportive. **Motion** that the CRD's Southern Gulf Islands Public Library Commission supports a business case review of the library service delivery model for our electoral area, as funded by the Libraries Branch, by E. Sherbine, **seconded** by C. Cartwright-Owers, **carried**.

#### 6.2 Staffing 2025 update

C. Oleskevich updated staffing subsidy for 2025; circulated staff roster; staff are supporting large volunteer workforce; funding for staffing is challenging; discussion on fundraising options and finance models; suggestion to collaborate and consider a new fundraising advisory committee to be discussed at April 2025 meeting; discussion on increased responsibilities for Library Director and need for assistant.

#### 6.3 Educational Tours of libraries

Planning for an educational library tour in 2025 organized by PIPL program coordinator staff; update to be given at April 2025 meeting.

#### 7. Commissioner reflections

Excited to learn more about Library Commission; many expressed support for proposed business case review and a new fundraising advisory committee; happy to meet the Commissioners; looking forward to library tours; appreciated the zoom and telephone options for meetings.

Chairperson L. Vilness expressed her farewell and appreciation to all Commissioners and is happy to leave with the momentum strong for working collectively; gave thanks for all the work Commissioners do, working together helps make our library system stronger, and is a huge benefit to our communities. C. Oleskevich thanked L. Vilness on behalf of past and current Commissioners for her strong commitment for over 5 yrs.

#### 8. Upcoming quarterly business meetings:

- April 9, 2025, 10:00 am by zoom
- July 9, 2025, 10:00 am by zoom
- October 8, 2025, 10:00 am by zoom

#### 9. Adjournment at 10:56 am