

## CRD SOUTHERN GULF ISLANDS LIBRARY COMMISSION

### Business Meeting Minutes

Feb. 23, 2023 by Zoom

In attendance (Commissioners unless noted): Laura Vilness (SGILC Chair – Pender), Lori Ragan (Pender), Ellen Bourassa (Saturna), Pauline Preston (Saturna), Charl Young (Piers), Lee Anthony (Mayne), Patrick Van Holderbeke (Galiano), Katherine Hazen (Galiano), Sarah Stang (Alternate for Galiano), Carmen Oleskevich (Library Director), Colette Clarke (minute taker).

1. Welcome, Land Acknowledgement, and videoconferencing procedures  
Call to order at 10:00 am  
*“We acknowledge that we meet on the unceded territory of the Coast Salish people.”*
2. Approval of Agenda  
**Motion** to approve agenda by L. Ragan, seconded by L. Anthony, carried.
3. Approval of SGILC Minutes of Oct. 22, 2022 meeting  
**Motion** to accept minutes as amended from the SGILC Oct. 22, 2022 meeting by L. Ragan, seconded by L. Anthony, carried.
4. Election of Chairperson  
Laura Vilness was re-elected as Chairperson for 2023 by acclamation.
5. SGILC Financial reports: Financial reports on year-end 2022 and budget 2023 were presented by C. Oleskevich and questions answered.  
**Motion** to approve the SGILC financial report for year-end 2022 by L. Ragan, seconded by E. Bourassa, carried.  
**Motion** to accept the SGILC financial budget for 2023 by L. Anthony, seconded by C. Young, carried.
6. Reports of committees
  - 6.1 CRD Funding Allocation ad hoc committee report – With approval from the SGILC at the Oct. 2022 meeting, the 2022 CRD funding was allocated including new contributions by each member library to the Saturna Is. Library. The next step was to assess the reserves of each member library, and Carmen has first worked with Mayne Is. Library Treasurer; she will arrange to meet with other Treasurers to discuss provenance of reserves. Group agreed that the allocation of CRD funding remains a priority and to continue this committee work of systematic funding review in 2023.  
**Motion** to establish a standing SGILC CRD Funding Allocation Committee to replace the ad-hoc committee by E. Bourassa, seconded L. Ragan, carried. Prospective members of the new standing committee include E. Bourassa, K. Hazen (tentative), C. Young, and C. Oleskevich.
  - 6.2 SGILC Strategic Plan (2023-2028) – The previous strategic plan was discussed (2017-2021); Commissioners are needed to help create new plan, with completion goal of Dec. 2023; suggestions included drafting a skeleton plan and creating a survey for Commissioners.  
**Action:** Skeleton draft of strategic plan to be presented by L. Vilness and C. Oleskevich at SGILC June 2023 meeting. **Action:** C. Oleskevich to create survey for Commissioners by end-March.

7. New Business

7.1 Board meeting minute-taking training – Discussion on increasing the communication and transparency of Library Board meetings by posting Minutes on library website; C. Oleskevich to reach out to Secretaries of SGI libraries for training/updating skills, to ensure minute-taking format is consistent among our SGI libraries and meets CRD standards. **Action:** C. Oleskevich to research and verify SGI Community Resource Centre training on minute taking.

8. Commissioner reflections – Productive meeting, nice to meet everyone, lots of information, positivity for working together, excitement for new standing committee and strategic planning, thankful.

9. Upcoming meetings

- a) SGILC business meeting June 2023 (TBA)
- b) SGILC business meeting Oct. 2023 (TBA)

10. Adjournment at 11:10 am.