

## CRD SOUTHERN GULF ISLANDS LIBRARY COMMISSION

Business meeting  
Nov. 1, 2023, by Zoom

### Minutes

**In attendance** (Commissioners except where noted): Laura Vilness (SGILC Chair – Pender), Debbie Lesurf (Saturna), Ginny Macoun (Piers), Eleanor Cocker (Mayne), Ellen Bourassa (Saturna), Karen Ramlo (Mayne), Lori Ragan (Pender), Charl Young (Piers), Carmen Oleskevich (Library Director).

Absent: Director Paul Brent; Lee Anthony (Mayne), Patrick van Holderbeke (Galiano), Mary Greenwood (Galiano).

Call to order at 10:05 am

1. *“We acknowledge that we meet on the traditional unceded territory of the Coast Salish people.”*

2. Approval of Agenda

**Motion** to approve agenda by L. Ragan, seconded by E. Cocker, carried.

3. Approval of Past Minutes

**Motion** to accept the Minutes from the SGILC meeting on June 22, 2023 by C. Young, seconded by L. Ragan, carried.

4. Reports of committees

4.1 SGILC Strategic Planning Committee: L. Vilness presented the final draft of the SGILC Strategic Plan (2024-2028), outlining 4 main priorities, with 3-5 goals per priority; C. Oleskevich discussed the Strategic Plan Worksheet, which will guide and allow Commissioners and staff to track progress of the Plan; discussion on the continuation of certain goals after 2028, having an achievable number of goals, and that the Plan is a living document; thanks expressed to Committee members (L. Vilness, C. Oleskevich, E. Cocker, M. Greenwood) for all the work done on this Plan since Fall 2022.

**Motion** to adopt the SGILC Strategic Plan (2024-2028) as presented, by E. Cocker, seconded by E. Bourassa, carried.

4.2 SGILC CRD Funding Allocation Committee: C. Oleskevich provided an update on Committee meeting with SGI Library Treasurers (Oct. 4, 2023); members reviewed/compared past 5 yrs. of library financial statements, discussed current formula used for allocating CRD funds, current operating expenses, and a brainstorm session on new ideas for distributing CRD requisition to ensure electoral area residents have access to library services. Staff tasked with establishing a list of operating expenses for library facilities; Treasurers tasked with sharing info and discussion with their Library Boards; Committee to meet again in early-2024.

5. New Business

5.1 SGILC financial report: C. Oleskevich presented a mid-year financial statement, with comparison to Budget 2023 and noted increased revenue due to a BC Enhancement Grant; a draft Budget 2024 was outlined, with increased admin and staffing expenses.

**Motion** to accept the SGILC financial budget 2024, and SGILC 5-year budget 2024-2028, by L. Ragan, seconded by D. Lesurf, carried.

Discussion on allocation of additional funding in 2023 to Saturna Is. Library, as an interim measure to meet operational expenses, tabled until library Boards report to C. Oleskevich. C. Oleskevich has received feedback from several library Boards to change date that PIPL disperses the CRD requisition funds each year; proposal to disperse funds to libraries in January to match calendar year, instead of Sept.-Oct. C. Oleskevich to research with M. Pender (Bookkeeper).

6. Commissioner reflections

Thank you for organization of meeting; meetings are very efficient; SGILC is a vital source for continued growth and prosperity of our libraries; talented group; thanks for lots of work on Strategic Plan; encourage us to work as one and not separate interests; a really good meeting; Thank you to departing Library Commissioners L. Ragan & C. Young for their years of support and involvement.

7. Upcoming meetings

SGILC business meeting: end-January 2024 (to be confirmed)

8. Adjournment at 11:00 am.