



## Board Meeting September 21, 2016 Minutes

**Guests:** Katy Livingston

**Present:** Elise Rimbey, Martin Domeij, Ralph Russell, Val Rich, Wayne Hind, William Caley, David Rostek, Cari Postnikoff

**Regrets:** Phil Lefkowitz

**Call to order:** 10:07 AM

**Acceptance of Agenda** David, Elise – Carried)

**Consent Agenda** (William, David – Carried)

*Minutes:* April 25 Minutes

*Correspondence*

Letter from Kemp Harvey Burch Kientz Inc.

### Delegations / Announcements

#### Reports

1. Financial Report
  - a. RDKB Grant-in-Aid (Elise, Ralph – Carried)
2. Librarian's Report (attached) (William, Elise – Carried)
3. Kootenay Library Federation (KLF) Report
4. Friends of the Library Report
5. BC Library Trustees Association (BCLTA) Report

#### Old Business

1. Societies Act: **KLF director Glenda Newsted clarified that the library is governed by the Libraries Act, not the Societies Act, and therefore we are not required to conform to the policy and bylaw requirements of the new Societies Act.**
2. Maintenance Agreement: **David Rostek and Martin Domeij had a meeting with City of Grand Forks officials in regards to the 2016-2020 maintenance agreement. In 2015, Avi Silberstein negotiated our lease from \$15,000 to \$10,000 on a trial basis. It turned out that \$10,000 was not enough to cover our costs while also adding to the building's reserves fund. So, David has proposed a \$13,000 annual payment to try to meet in the middle. We are requesting a detailed breakdown of the costs being billed to the library's reserve to get a better idea of where our lease payments are going. Martin has requested some changes in wording and duties between the previous agreement and this one. We are awaiting response from the City on all of these points as they were not within the power of those who attended the meeting to grant.**

#### New Business

1. Approval of accountant: **David Rostek has recommended the library use Sarah Kientz from Kemp Harvey Burch Kientz Inc. to perform the annual financial review for the library.**
  - a. **Motion: to take David's recommendation and commission Sarah Kientz to do the library's annual financial engagement review. (William, Elise – Carried)**
2. Budget: **David Rostek and Cari presented the proposed 2017 budget to be sent to the RDKB.**
  - a. **Motion: to accept the proposed budget and send it to the RDKB in October. (William, Val – Carried)**
3. Presentation of proposed outline for a Green Building & Practices Document: **Martin Domeij provided a rough outline of a proposed document to guide the library staff, volunteers, and board's actions to ensure that we are being as environmentally aware as possible. No action was taken regarding this document.**
4. Policy Manual Review: **The library's policy manual is due for renewal this year.**
  - a. **Motion: a policy manual review will take place at the next Board Meeting (carried)**

#### Questions from the Public

**Adjournment 11:30**

**Next Meeting:** October 26, 2016