

**Minutes**  
Squamish Public Library Board  
Wednesday, February 17, 2021, 6:30 PM VIA ZOOM

**In Attendance:** Grant McRadu, David Gayton, Molly Loudon, Doug Race, Mallory Eddy, Hilary Bloom, Corinne Visscher, Meghan O'Neill, Janet Jamieson

**Regrets:** Kate Rattray

**Minutes:** Rachel Bergquist

**1. Approval of agenda**

a. **Moved:** Grant                      **Second:** Meghan                      **Passed**

**2. Approval of January 20, 2021 minutes**

a. **Moved:** Grant                      **Second:** Janet                      **Passed**

**3. Treasurer's report – received**

Early in the year, very little spent so far. Comparison to next year will be shown going forward, so we can see variances. Audit to take place early March.

**4. Committee Reports**

a. Functional Planning Committee

What is a community hub? Committee would like to bring in consultant to help answer this question. Recommendation: undertake study to find examples of what makes good partners with a library for a community hub. Do this in a timely manner to ensure we don't get left behind by DOS timeline. Would like to have board approve moving forward with spending on this project. See item under New Business.

b. Governance Committee

Board self-evaluation has been edited for clarity, altered two questions and removed a section. Evaluation is ready for next fall. Mallory will also be going through the Director evaluation.

Vacancy on board at the end of March; board is obligated to run an ad in newspaper. David will reach out to past board applicants to make sure they know of the posting. Any specific qualities that board should look for in new trustee? Governance Committee to talk about diversifying the board. Proactively approaching more outlets than we have in the past to promote the opening. Opportunity for the future to do an open public info session about what it means to be on a board.

i. Website audit – deferred to next meeting

**5. InterLINK report – none**

**6. Director's report – received**

Highlights: Everyone is registered for Equity, Diversity and Inclusion workshop (Safe Harbour: Respect for All), starting on March 1 and available through the year to all trustees and staff. Sent letter to Council requesting reallocation of unspent library funds for 2020 revenue shortfalls in revenue and COVID-related expenses.

**7. Council report – received**

Highlights: Meeting yesterday to cover budget process. Capital spending rising, as is tax-base. Library's requests weren't changed; likely they will go ahead as is.

**8. Business arising – none**

**9. New business**

**a. Visiting Library Service project update from Diana Gunstone (7:00 PM)**

Overview of project goals, vision, and timeline. Questions answered: Hoping for 10-15 users for the first year.

**b. Functional Planning Committee recommendation**

**Motion for the board to authorize the Functional Planning Committee to undertake a review on the benefits and challenges of the library being a community hub, that the board authorize the Committee to spend up to \$10,000 for consultant support from the Director of Library's Discretionary Fund, and that the report include the use of design video renderings of successful community squares/hubs in order to capture the vibrancy of what a community hub/campus can provide.**

**Moved:** Grant

**Second:** Corinne

**Passed**

**c. 2021 Annual Schedule**

Hilary and Executive have mapped out schedule. Notes: Added strategic plan review for March 2021. Going forward, this will happen in February.

**Approval of 2021 Annual Schedule**

**Moved:** David

**Second:** Meghan

**Passed**

**d. Strategic Plan**

Annual review of Strategic Plan will happen in February each year. Trustees to look at Strategic Plan before next month's meeting, so it can be reviewed in March.

**10. In camera – none**

**11. Adjournment: 8:15**