



WHISTLER PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
Wednesday, September 5<sup>th</sup>, 2018 @ 5:30 pm  
Community Room, Whistler Public Library  
MINUTES

**Attending:**

Bevin Heath Ansley (Chair)  
Allison Winkle  
Cathy Jewett  
Celia Utley  
Gordon Annand  
Josie Chuback  
Kathleen Graham  
Kelly Gartshore  
Mandy Rousseau  
Rod Tindall  
Victoria Crompton  
Elizabeth Tracy

**Regrets:**

050. Call to Order

Traditional Territories Acknowledgement Statement:

“We would like to firstly begin by acknowledging that the Resort Municipality of Whistler, and the Sea to Sky Corridor is located on unceded shared traditional territories of the Squamish & Li’wat Nations and we honour their language, culture and history.”

100. Approval of Agenda

Motion: That the Agenda be approved  
Moved: Kathleen  
Seconded: Josie  
Approved Unanimously

200. Approval of the Minutes of July 4, 2018

Motion: That the Minutes be approved  
Moved: Kelly  
Seconded: Celia  
Approved Unanimously

## 250. Public Comments

- Rotary Check Presentation from the proceeds of the Pancake Breakfast
- Ted Battiston, GM of Corporate and Community Services, introduced himself to the Board
- Comment: Email from R. Budman asking that the WPL consider developing a branch in Cheakamus Crossing area. E. Tracy responded
- Christina Young was present at the meeting, as an observer

## 300. Consent Agenda:

### Strategic Priority: Make an Impact

- Chair Report
- WPL Dashboard
- UBCM Conference & BCLTA Reception approval letter
- InterLINK Circulation Report (yearly comparison)
- Ironman Grant Letter
- 2017 Annual Report Draft

\*Motion to receive reports

Motion: That the reports be received

Moved: Vicki

Seconded: Allison

Approved unanimously

## 400. Business Arising from Reports

Kelly mentioned that she won't make the next InterLINK meeting and Josie will attend as her replacement.

## 500. New Business

### Make Life Better

#### 501. Financial Update

Elizabeth explained that the Statement of Operations is looking good. The main reasons are staff challenges of the last 4 months and an increase in the parking revenue.

#### 502. HR Committee update, board competencies

Josie updated the Board on the HR committee. Josie, Rod and Allison will interview prospective Board members. Ads for the 2019 Board of Trustees applicants will be in next week's Pique. Interviews are scheduled for Oct 16, 17, and 18 at the library. There are 5 vacancies, 3 renewals and 2 new candidates. Vicki updated the Board on changes to the Board of Trustees section of the library website.

### Make an Impact

#### 503. WPL Project update

Elizabeth presented an update on the projects of the library staff, which are:

- Deweyless reclassification (around 40% done)
- Cashless print solution
- Tech training for the library staff and RMOW staff
- Cultural competency
- Phase 1 space changes and other small projects.

504. Policy Manual Review 800: Library Facility

The Policy Manual 800 section has been adopted as written

505. UBCM Conference & BCLTA reception Sept. 12

Elizabeth reported that the library is looking forward to hosting the conference. She mentioned that WPL is one of the more influential libraries in the province. The Conference will be from 4:30 – 6 p.m., and some of the groups will be meeting with the Minister of Education from 3 – 3:30 p.m.

Play well with others

506. Relationship Building & Influence Committee update

Bevin explained that the minutes are attached and reminded everyone that Cornucopia is a great example of advocacy

507. Museum Feasibility study

Elizabeth explained the museum is hoping to expand its current footprint. She mentioned that the needs of the library are very different from the museum and that we want to continue having a good collaborative relationship with the museum

Elizabeth and Bevin will be meeting with RMOW, the museum and the HCMA architects on Sep 12.

508. October 3 All Candidates Meeting – Change of library board meeting

Bevin asked the Trustees to move the Oct 3 meeting to Oct 2 from 5:30 – 7 p.m. and all agreed. The meeting will be held at Muni Hall, Piccolo room.

**600. Old Business**

Make Life Better

601. Cornucopia 2018

Gord updated the Board on Cornucopia. All the special permits have been acquired. He encouraged all members (and friends) to sign up as soon as possible to make sure there will be enough people.

He also mentioned that there is a need of volunteers for after the silent auction: to phone the auction winners and to organize the items that are left.

Mandy explained that she will email a link to a spreadsheet for the Board to fill out with their auction items.

There will be some Thank you cards available to the donors of auction items.

Be Green

602. Replacement for Wikispaces

The private website is working and if anybody needs to make changes, they can reach out to Manon.

**700.** Possible agenda items for future/Oct meeting

Make an Impact

- Policy 900: Community Relations

Make Life Better

- Cornucopia 2018

Play Well with Others

- News thoughts and questions

For your information:

- Advertisement for new Board members in Pique – Sept. 6 – 24
- UBCM Conference & BCLTA Reception – Sept 12
- Deadline for Board of trustee applications – October 5 @ 4:00 pm
- Board of Trustees interviews – Oct 15 - 18
- Cornucopia November 8 – 18
- Recommendations for new trustees to Mayor & Council by Nov 8, for Nov 20 Council meeting.
- Minutes FOWPL June 20, 2018
- Elizabeth Vacation – September 13-25

**800.** Next Meeting

- Executive – Tuesday, September 25, 2018 @ 4:00 PM – LD Office
- Board – Tuesday, October 2, 2018 @ 5:30 PM – Piccolo Room Muni Hall

**900.** Adjournment

Motion: That the meeting be adjourned

Moved: Kelly

Seconded: Vicki

Approved unanimously