

## **CRD SOUTHERN GULF ISLANDS PUBLIC LIBRARY COMMISSION**

### **Business meeting April 9, 2025**

Viewing room: 4407 Bedwell Harbour Road, Pender Island BC

### **Minutes**

Library Commissioners in attendance through electronic participation (unless otherwise noted): Debbie Lesurf (Saturna), Ellen Bourassa (Saturna), Ene Haabniit (Pender), Cee Cartwright-Owers (Pender), Eleanor Cocker (Mayne), Carol Ashwell (Mayne), Mari Warrior (Piers), Eric Sherbine (Galiano), Carmen Oleskevich (Library Director, in-person), Colette Clarke (Minute Taker, in-person).

Absent: Paul Brent (CRD Director), Hodie Rondeau (Mayne), Deb Woodland (Piers).

Call to order at 10:03 am

1. Welcome, Land Acknowledgement, and videoconferencing etiquette.

2. Approval of Agenda

Motion to approve the agenda by C. Ashwell, seconded by D. Lesurf, carried.

3. Commission membership

3.1 Election of Chairperson and Vice-Chairperson

Motion to approve the 2025 roster of candidates and elect Ene Haabniit as Chairperson and Debbie Lesurf as Vice-Chairperson by E. Bourassa, seconded by C. Cartwright-Owers, carried.

4. Approval of Past-Minutes

Motion to approve the SGIPLC Minutes of Jan. 15, 2025 by D. Lesurf, seconded by E. Cocker, carried.

5. Reports of committees

5.1 Privacy Officers Team

- update on Privacy Officers for 2025: C. Oleskevich, S. Hudson (Mayne), P. Preston (Saturna), Galiano and Piers libraries (TBA); reminder of provincial requirement for designated Privacy Officer for each library or society.
- Reported on external communications and mass email communications to library users; consideration of Canadian legislation regarding circulating newsletters to consumers and anti-spam protection; discussion on exploring options to create a joint SGI Libraries e-

newsletter with shared costs and content; members to discuss further with their library Boards.

## 5.2 Best Practices Committee

- update on Committee members: C. Oleskevich, C. Clarke (Library Technician), L. Cooke (Community Librarian), E. Cocker, P. Preston.
- report given on library-related statistics available to SGI libraries for use in collection and patron management, AGMs, grant applications, etc.; new procedures for 2025 with curated list of statistical reports available and procedures for requests; discussion on value of statistics and thanks to C. Clarke.

## 6. Other Business

6.1 Business Model Review update: Provincial Libraries Branch (LB) has approved funding to complete a business model review of SGI Libraries; upcoming meeting with LB staff to discuss process going forward; plan to engage a consultant to analyze SGI libraries funding model, facilities and operations; goal is to propose future funding model to ensure long term continuity of SGI libraries. Action: C. Oleskevich to email Commissioners a draft of the funding application submitted to Libraries Branch.

6.2 New Fundraising Advisory Committee: discussion concluded that Commission would be better served with a regular agenda item of fundraising updates rather than formal committee; C. Oleskevich to report on SGI libraries' fundraising initiatives at regular intervals; tips shared included Giving Tuesday event (Dec.), CanadaHelps online donations with QR codes for posters, and receiving larger donations in-person.

7. Commissioner reflections: Commissioners thankful to candidates to have new Chair and Vice-Chair positions filled; great meeting; efficient meeting; glad we can all connect.

## 8. Upcoming business meetings

- July 9, 2025, 10:00 am by zoom
- October 8, 2025, 10:00 am by zoom
- Educational Tour – Mayne Library, August 2025 (TBA)

## 9. Adjournment at 10:49 am