



**Board of Trustees Meeting  
Regular Minutes – APPROVED  
November 25, 2017**

**Nanaimo River Room  
Vancouver Island Convention Centre, Nanaimo BC**

**Present:**

Barry Avis, Qualicum Beach (Chair)	Fred Robertson, Port Hardy
Brenda Leigh, Strathcona RD (Vice-Chair)	Jay Dixon, Port McNeill
Ron Kerr, Campbell River	Janett Hoare, Sayward
Hugh MacKinnon, Comox	Erin Bremner-Mitchell, Sidney
Manno Theos, Courtenay	Kerrie Reay, Sooke
Sean Sullivan, Cumberland	Randy Taylor, Tahsis
Tom Duncan, Duncan	Allen Anderson, Tofino
Gordon Waterman, Gold River	Marilyn McEwen, Ucluelet
Lorna Vomacka, Lake Cowichan	Lucas Banton, Alberni / Clayoquot RD
Jason Thompson, Masset	Mike Hicks, Capital RD
Tom Walker, North Cowichan (Alternate)	Rod Nichol, Comox Valley RD
Jack Thornburgh, North Saanich	Heidi Soltau, Mount Waddington RD
Mary Beil, Parksville	Howard Houle, Nanaimo RD
Sharie Minions, Port Alberni	Merrick Anderson, Powell River RD
Jan Allen, Port Alice	

**Regrets:**

Steve Arnett, Ladysmith	Candace Faulkner, Zeballos
Will Geselbracht, Lantzville	Frank Johnson, Central Coast RD
Diane Brennan, Nanaimo	Mary Marcotte, Cowichan Valley RD
Charleen O'Brien Anderson, Port Clements	Bill Beldessi, North Coast RD
Sabrina Frazier, Queen Charlotte	

**Staff:**

Rosemary Bonanno, Executive Director  
Joel Adams, Director of Finance  
Lis Pedersen, Director of Human Resources  
Melanie Barnum, Divisional Manager, Office of the Executive Director  
Natasha Bartlett, Marketing and Communications Officer  
Jennifer Bond, Divisional Manager, Finance  
David Carson, Divisional Manager, Corporate Communications and Strategic Initiatives  
Heather Mink Zuvich, Executive Assistant (Recorder)  
Mariah Patterson, Administrative Assistant

## 1. Call to Order

The meeting was called to order at 9:31 am.

### a) Opening remarks

*The Vancouver Island Regional Library Board of Trustees would like to acknowledge that the land on which we gather is the unceded traditional territory of the Coast Salish peoples, specifically the Snuneymuxw First Nation whose historical relationships with the land continue to this day.*

### b) Roll call

As above.

### c) Declarations of Conflicts of Interest

None.

## 2. Agenda

### a) Items to be removed from Consent Business

None.

### b) Additions or deletions

None.

### c) Approval of agenda

**Motion:** Moved by Merrick Anderson / seconded by Rod Nichol that the agenda be approved.  
Carried.

## 3. Minutes

### a) September 16, 2017 Board of Trustees Meeting Minutes

**Motion:** Moved by Hugh MacKinnon / seconded by Mary Beil that the regular minutes of the *September 16, 2017 Board of Trustees Meeting* be approved by the Board of Trustees. Carried.

### b) October 20, 2017 Executive Committee Meeting Minutes

**Motion:** Moved by Rod Nichol / seconded by Manno Theos that the regular minutes of the *October 20, 2017 Executive Committee Meeting* be received by the Board of Trustees. Carried.

## 4. Delegations

None.

## 5. Business Arising

### a) Performance Indicators and Branch Activity Highlights

**Motion:** Moved by Mary Beil / seconded by Jan Allen that the Board of Trustees receive the *Performance Indicators and Branch Activity Highlights* report. Carried.

### b) Trustee Remuneration and Expenses

**Motion:** Moved by Kerrie Reay / seconded by Gordon Waterman that the *Trustee Remuneration and Expenses* report be received by the Board of Trustees. Carried.

## 6. Finance

### a) September 2017 Finance Report

**Motion:** Moved by Tom Duncan / seconded by Merrick Anderson that the *September 2017 Finance Report* be received by the Board of Trustees. Carried.

**Motion:** Moved by Merrick Anderson / seconded by Tom Duncan that a letter of follow-up be sent to the Honourable Rob Fleming, Minister of Education, to reassert the VIRL Board of Trustees' position regarding the lack of provincial funding for libraries in B.C. Carried.

### b) September 2017 Reserves Report

**Motion:** Moved by Tom Walker / seconded by Hugh MacKinnon that the *September 2017 Reserves Report* be received by the Board of Trustees. Carried.

### c) Facility Projects Update

**Motion:** Moved by Ron Kerr / seconded by Gordon Waterman that the *Facility Projects Update* report be received by the Board of Trustees. Carried.

## 7. New Business

### a) 2018 Nominating Committee and Call for Nominations

**Motion:** Moved by Brenda Leigh / seconded by Tom Duncan that the *2018 Nominating Committee and Call for Nominations* be received by the Board of Trustees. Carried.

### b) 2018 Board and Executive Committee Meeting Schedule

**Motion:** Moved by Mary Beil / seconded by Tom Duncan that the *2018 Board and Executive Committee Meeting Schedule* be received by the Board of Trustees. Carried.

**Motion:** Moved by Howard Houle / seconded by Kerrie Reay that the September 15, 2018 Board of Trustees meeting be rescheduled to September 22, 2018. Carried.

**Motion:** Moved by Tom Duncan / seconded by Ron Kerr that the *2018 Board and Executive Committee Meeting Schedule* be approved as amended by the Board of Trustees. Carried.

**Meeting Recess: 10:31 am**

**Trustee Mike Hicks departed the meeting at 10:31 am**

**Meeting Reconvened: 10:42 am**

### c) Workplace Violence – Health and Safety

**Motion:** Moved by Rod Nichol / seconded by Gordon Waterman that the *Workplace Violence – Health and Safety report* be received by the Board of Trustees. Carried.

### d) Revised Board Policy: Privacy

**Motion:** Moved by Sean Sullivan / seconded by Howard Houle that the revised *Board Policy: Privacy* be received by the Board of Trustees. Carried.

**Motion:** Moved by Rod Nichol / seconded by Allen Anderson that the Board of Trustees rescind the current *Board Policy: Privacy*. Carried.

**Motion:** Moved by Hugh MacKinnon / seconded by Mary Beil that the revised *Board Policy: Privacy* be adopted by the Board of Trustees. Carried.

**e) Revised Board Policy: Internet Access**

**Motion:** Moved by Kerri Reay / seconded by Jack Thornburgh that the revised *Board Policy: Internet Access* be received by the Board of Trustees. Carried.

**Motion:** Moved by Rod Nichol / seconded by Jack Thornburgh that the Board of Trustees rescind the current *Board Policy: Internet Access*. Carried.

**Motion:** Moved by Mary Beil / seconded by Tom Walker that the revised *Board Policy: Internet Access* be adopted by the Board of Trustees. Carried.

**f) Board Policy: Anonymous Communications**

**Motion:** Moved by Tom Walker / seconded by Gordon Waterman that the *Board Policy: Anonymous Communications* be received by the Board of Trustees. Carried.

**Motion:** Moved by Mary Beil / seconded by Brenda Leigh that 'or' be removed from the last sentence of the policy, so that it states: 'Determination will be made by the Executive Director and Board Chair, as required.' Carried.

**Motion:** Moved by Fred Robertson / seconded by Merrick Anderson that the *Board Policy: Anonymous Communications* be adopted as amended by the Board of Trustees. Carried.

**g) Summer Reading Club 2017**

**Motion:** Moved by Hugh MacKinnon / seconded by Tom Duncan that the *Summer Reading Club 2017* report be received by the Board of Trustees. Carried.

**h) Read Down Your Fines 2017**

**Motion:** Moved by Janett Hoare / seconded by Kerrie Reay that the *Read Down Your Fines 2017* report be received by the Board of Trustees. Carried.

**8. Consent Business**

**Motion:** Moved by Brenda Leigh / seconded by Merrick Anderson that the Board of Trustees receive all *Consent Business*. Carried.

**9. Adjournment – 11:11 am**

**Motion:** Moved by Tom Duncan / seconded by Merrick Anderson that the meeting be adjourned. Carried.



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Barry Avis  
Chair, Board of Trustees  
Vancouver Island Regional Library



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Rosemary Bonanno, BA MLS  
Executive Director  
Vancouver Island Regional Library