



**Present:**

Bruce Jolliffe, Comox Valley RD (Chair)  
Brenda Leigh, Strathcona RD (Vice-Chair)  
Ronna-Rae Leonard, Courtenay (Past-Chair)  
Ron Kerr, Campbell River  
Hugh MacKinnon, Comox  
Kate Greening, Cumberland  
Tom Duncan, Duncan  
Gordon Waterman, Gold River  
Steve Arnett, Ladysmith  
Franklin Hornbrook, Lake Cowichan  
(Alternate)  
Joe Bratkowski, Lantzville  
Andrew Merilees, Masset  
Diane Brennan, Nanaimo  
Ted Daly, North Saanich (Alternate)  
Sue Powell, Parksville  
Wendy Kerr, Port Alberni  
Jan Allen, Port Alice

Wally Cheer, Port Clements  
Nikki Shaw, Port Hardy  
Bill Luchtmeijer, Qualicum Beach  
Greg Martin, Queen Charlotte  
Diane Mason, Sayward  
Melissa Hailey, Sidney  
Kerrie Reay, Sooke  
Brenda Overton, Tahsis  
Al Anderson, Tofino  
Debra Morin Brown, Zeballos  
Penny Cote, Alberni / Clayoquot RD  
Mike Hicks, Capital RD  
Cathi McCullagh, Central Coast RD  
Mel Dorey, Cowichan Valley RD  
George Holme, Nanaimo RD  
Merrick Anderson, Powell River RD  
Evan Putterill, Skeena–Queen Charlotte RD

**Apologies:**

Kate Marsh, North Cowichan  
Gaby Wickstrom, Port McNeill

Randy Oliwa, Ucluelet  
Dave Rushton, Mount Waddington RD

**Staff:**

Rosemary Bonanno, Executive Director  
Adrian Maas, Director of Finance  
Fiona Anderson, Director of Library Services  
Harold Kamikawaji, Director of Human Resources  
Joy Adams Bauer, Communications Officer  
Heather Mink Zuvich, Executive Assistant (Recorder)

## 1. Call to Order

The meeting was called to order at 9:30 am.

### a) Opening Remarks

### b) Roll Call

As above.

## 2. Agenda

### a) Items to be Removed from Consent Business:

1. Item 7 (i) iv: Correspondence: Letter to Chair Bruce Jolliffe from Ministry of Education, Libraries and Literacy re: 2013 Provincial Funding

**Motion:** Moved by George Holme / seconded by Ronna-Rae Leonard that the above item be removed from Consent Business. Carried.

### b) Additions or Deletions

None.

### c) Approval of Agenda

**Motion:** Moved by George Holme / seconded by Kate Greening that the agenda be adopted. Carried.

## 3. Minutes

### a) Minutes of the February 9, 2013 Annual General Meeting, previously approved via email.

**Motion:** Moved by Tom Duncan / seconded by Melissa Hailey that the minutes of the February 9, 2013 Annual General Meeting be received. Carried.

### b) Minutes of the March 8, 2013 Executive Committee Meeting, previously approved by the Executive Committee via email.

**Motion:** Moved by Sue Powell / seconded by Ronna-Rae Leonard that the minutes of the March 8, 2013 Executive Committee be received. Carried.

## 4. Business Arising

### a) Proposed Revisions to the Service Delivery Model

**Motion:** Moved by Diane Brennan / seconded by Ronna-Rae Leonard that the *Proposed Revisions to the Service Delivery Model* report be received. Carried.

**Motion:** Moved by Mike Hicks / seconded by Kate Greening that the *Core Service Delivery Model* be revised to include Books by Mail and the eLibrary. Carried.

**Motion:** Moved by Sue Powell / seconded by George Holme that a business case be developed recommending the staffing of the eLibrary and the associated travel budget necessary to take the eLibrary to isolated communities as part of the 2014 budget deliberations. Carried.

**b) Board Meeting Package Format**

**Motion:** Moved by Sue Powell / seconded by Steve Arnett that the *Board Meeting Package Format* report be received. Carried.

**Motion:** Moved by Diane Brennan / seconded by George Holme that all Board Trustees receive an electronic Board package via email and all Trustees be polled to determine if they would like to receive a hard copy meeting package via Xpresspost in advance of each Board Meeting. A hard copy of the Board Meeting Agenda is also to be provided to all Trustees at each Board Meeting. Carried.

**c) Donations and Corporate Sponsorship**

**Motion:** Moved by Sue Powell / seconded by Melissa Hailey that the *Donations and Corporate Sponsorship Revised Policy* be received. Carried.

**5. Finance**

**a) Facility Projects Update**

**Motion:** Moved by Merrick Anderson / seconded by Sue Powell that the *Facility Projects Update* report be received. Carried.

**Recess: 10:50 am – 11:04 am**

**6. New Business**

**a) Decoda Literacy Solutions: A Backgrounder**

**Motion:** Moved by Kate Greening / seconded by Ronna-Rae Leonard that the *Decoda Literacy Solutions: A Backgrounder* report be received. Carried.

**7. Consent Business**

**Motion:** Moved by Mel Dorey / seconded by Kate Greening to receive Item 7 (i) iv: Correspondence re: Letter to Chair Bruce Jolliffe from Ministry of Education, Libraries and Literacy re: 2013 Provincial Funding. Carried.

**Motion:** Moved by Mel Dorey / seconded by George Holme to receive all other Consent Business. Carried.

## 8. Adjournment: 11:10 am

**Motion:** Moved by Kate Greening / seconded by Evan Putterill that the meeting be adjourned.



Bruce Jolliffe  
Chair, Board of Trustees  
Vancouver Island Regional Library



Rosemary Bonanno, BA MLS  
Executive Director  
Vancouver Island Regional Library