



**Board of Trustees Meeting
March 28, 2015
Regular Minutes –APPROVED**

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

Present:

Bruce Jolliffe, Comox Valley RD (Chair)	Jessie Hemphill, Port Hardy
Brenda Leigh, Strathcona RD (Vice-Chair)	Jay Dixon, Port McNeill
Ron Kerr, Campbell River	Barry Avis, Qualicum Beach
Marg Grant, Comox	Greg Martin, Queen Charlotte
Rebecca Lennox, Courtenay	Janett Hoare, Sayward
Sean Sullivan, Cumberland	Erin Bremner, Sidney
Tom Duncan, Duncan	Kerrie Reay, Sooke
Gordon Waterman, Gold River	Randy Taylor, Tahsis
Lorna Dawn Vomacka, Lake Cowichan	Al Anderson, Tofino
Andrew Merilees, Masset	Marilyn McEwen, Ucluelet
Diane Brennan, Nanaimo	Penny Cote, Alberni / Clayoquot RD
Murray Weisenberger, North Saanich	Cathi McCullagh, Central Coast RD
Mary Beil, Parksville	Howard Houle, Nanaimo RD
Sharie Minions, Port Alberni	Merrick Anderson, Powell River RD
Jan Allen, Port Alice	Bill Beldessi, Skeena–Queen Charlotte RD

Apologies:

Steve Arnett, Ladysmith	Debra Brown, Zeballos
Rod Negrave, Lantzville	Mike Hicks, Capital RD
Rob Douglas, North Cowichan	Mary Marcotte, Cowichan Valley RD
Christine Cunningham, Port Clements	Dave Rushton, Mount Waddington RD

Staff:

Rosemary Bonanno, Executive Director
Harold Kamikawaji, Director of Human Resources
Judy Moore, Director of Library Services and Planning
Jamie Anderson, Divisional Manager, Special Projects
Melanie Barnum, Human Resources Officer - Training
Natasha Bartlett, Marketing and Communications Officer
Steve Hurcombe, Divisional Manager, Finance
Heather Mink Zuvich, Executive Assistant (Recorder)
Mariah Patterson, Temporary Executive Assistant

1. Call to Order

The meeting was called to order at 9:32 a.m.

a) Opening remarks

Chair, Bruce Joliffe, introduced new VIRL staff Mariah Patterson, temporary Executive Assistant, and Judy Moore, Director of Library Services and Planning.

b) Roll call

As above.

2. Agenda

a) Items to be removed from Consent Business

None.

b) Additions or deletions

Addition: Sooke Council to request the VIRL Board move to an RFP to build a new branch in the District of Sooke/Juan de Fuca. (Kerrie Reay)

c) Approval of agenda

Moved by Kerrie Reay / seconded by Ron Kerr that the agenda be approved as amended. Carried.

3. Minutes

a) January 24, 2015 Board of Trustees Meeting Minutes – for approval

Motion: Moved by Barry Avis / seconded by Al Anderson that the regular minutes of the January 24, 2015 Board of Trustees Meeting be approved by the Board of Trustees. Carried.

b) February 27, 2015 Executive Committee Meeting Minutes

Motion: Moved by Penny Cote / seconded by Gordon Waterman that the regular minutes of the February 27, 2015 Executive Committee meeting be received by the Board of Trustees. Carried.

Diane Brennan arrived to meeting: 9:45 a.m.

4. Business Arising

a) Strategic Planning Process: Overview Report

Motion: Moved by Merrick Anderson / seconded by Randy Taylor that the *Strategic Planning Process: Overview Report* be received by the Board of Trustees. Carried.

b) Exempt Salary Review Process

Motion: Moved by Brenda Leigh / seconded by Ron Kerr that the *Exempt Salary Review Process* report be received by the Board of Trustees. Carried.

5. Finance

a) February 2015 Finance Report

Motion: Moved by Barry Avis / seconded by Diane Brennan that the *February 2015 Finance Report* be received by the Board of Trustees. Carried.

b) February 2015 Reserves Report

Motion: Moved by Barry Avis / seconded by Ron Kerr that the *February 2015 Reserves Report* be received by the Board of Trustees. Carried.

c) Facility Projects Update

Motion: Moved by Brenda Leigh / seconded by Merrick Anderson that the *Facility Projects Update* report be received by the Board of Trustees. Carried.

6. Foundation Document Overview

a) Consolidated Facilities Master Plan

Presentation by Rosemary Bonanno, Executive Director and Steve Hurcombe, Divisional Manager, Finance

Motion: Moved by Barry Avis / seconded by Diane Brennan that the *Foundation Document Overview: Consolidated Facilities Master Plan* report and presentation be received by the Board of Trustees. Carried.

Meeting Recessed: 10:30 a.m.
Meeting Reconvened: 10:51 a.m.

7. New Business

a) Proposed Revisions to Branch Hours of Operation

Motion: Moved by Brenda Leigh / seconded by Gordon Waterman that the Board of Trustees receive the *Proposed Revisions to Branch Hours of Operation* report. Carried.

Motion: Moved by Barry Avis / seconded by Tom Duncan that the Board adopt the proposed revisions to the branch hours of operation. Carried.

Diane Brennan exited meeting: 11:07 a.m.

b) 2015 BC Library Trustees Association Conference

Motion: Moved by Kerrie Reay / seconded by Howard Houle that the *2015 BC Library Trustees Association Conference* report be received by the Board of Trustees. Carried.

c) Library Facility in District of Sooke/Juan de Fuca

Motion: Moved by Merrick Anderson / seconded by Howard Houle that a verbal report regarding a new branch in the District of Sooke/Juan de Fuca be received by the Board of Trustees. Carried.

Motion: Moved by Kerrie Reay / seconded by Bill Beldessi that VIRL staff prepare a report for the Board regarding an RFP to build a new branch in the District of Sooke. Carried.

8. Consent Business

Motion: Moved by Merrick Anderson / seconded by Tom Duncan that all *Consent Business* be received by the Board of Trustees. Carried.

9. Adjournment - 11:16 a.m.

Motion: Moved by Jessie Hemphill / seconded by Al Anderson that the meeting be adjourned. Carried.



Bruce Jolliffe
Chair, Board of Trustees
Vancouver Island Regional Library



Rosemary Bonanno, BA MLS
Executive Director
Vancouver Island Regional Library