



**Board of Trustees Meeting  
March 28, 2015  
Agenda**

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

**1. Call to Order – 9:30 am**

- a) Opening remarks
- b) Roll call

**2. Agenda**

- a) Items to be removed from Consent Business
- b) Additions or deletions
- c) Approval of agenda

**Motion: That the agenda be approved.**

**3. Minutes**

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

**Motion: That the regular minutes of the January 24, 2015 Board of Trustees Meeting be approved by the Board of Trustees.**

- b) February 27, 2015 Executive Committee Meeting Minutes – for receipt

**Motion: That the regular minutes of the February 27, 2015 Executive Committee meeting be received by the Board of Trustees.**

**4. Business Arising**

- a) Strategic Planning Process: Overview Report

**Motion: That the *Strategic Planning Process: Overview Report* be received by the Board of Trustees as information.**

- b) Exempt Salary Review Process

**Motion: That the *Exempt Salary Review Process* report be received by the Board of Trustees as information.**

**5. Finance**

- a) February 2015 Finance Report

**Motion: That the *February 2015 Finance Report* be received by the Board of Trustees.**



- b) February 2015 Reserves Report

**Motion: That the *February 2015 Reserves Report* be received by the Board of Trustees.**

- c) Facility Projects Update

**Motion: That the *Facility Projects Update* report be received by the Board of Trustees.**

## **6. Foundation Document Overview**

- a) Consolidated Facilities Master Plan  
Presentation by:  
Rosemary Bonanno, Executive Director &  
Steve Hurcombe, Divisional Manager, Finance

**Motion: That the *Foundation Document Overview: Consolidated Facilities Master Plan* report and presentation be received by the Board of Trustees as information**

## **7. New Business**

- a) Proposed Revisions to Branch Hours of Operation

**Motion: That the Board of Trustees receive the *Proposed Revisions to Branch Hours of Operation* report; and**

**Motion: That the Board approve the proposed revisions to the branch hours of operation.**

- b) 2015 BC Library Trustees Association Conference

**Motion: That the *2015 BC Library Trustees Association Conference* report be received by the Board of Trustees as information.**

## **8. Consent Business – *for receipt***

**Motion: That all *Consent Business* be received by the Board of Trustees.**

- a) Performance Indicators & Branch Activities Report  
(*under separate cover*)
- b) VIRL in the Media
- c) Correspondence
- i) Letter to VIRL Board of Trustees from A. Currie re: Chemainus library (Feb. 6/15)
  - ii) Letter to A. Currie from Bruce Joliffe re: Chemainus library (Feb. 13/15)
  - iii) CLA News re: Rosemary Bonanno elected Vice President (Feb. 6/15)



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- iv) Email to VIRL Board of Trustees from P. Marquis re: Ladysmith staff appreciation (Feb. 7/15)
  - v) Email to Rosemary Bonanno and VIRL Board of Trustees from M. Anderson re: Kansas City Library (Feb. 8/15)
  - vi) Letter to the Editor of the Comox Valley Echo from Bruce Joliffe re: Rules of Conduct (Mar. 3/15)
  - vii) Email to VIRL Board of Trustees from A. Miller re: Nanaimo Harbourfront renovations and computer use (Mar. 5/15)
  - viii) Email to A. Miller from Bruce Joliffe re: Nanaimo Harbourfront renovations and computer use (Mar. 18/15)
  - ix) Email to Rosemary Bonanno and VIRL Board of Trustees from S. Recker re: Nanaimo Harbourfront security (Mar. 5/15)
  - x) Letter to S. Recker from Rosemary Bonanno re: Nanaimo Harbourfront security (Mar. 19/15)
  - xi) Letter to Bruce Joliffe from J. Olsen re: Book Club (Mar. 9/15)
  - xii) Letter to J. Olsen from Bruce Joliffe re: Book Club (Mar. 13/15)
- d) Media Releases

**9. Public Participation Period**

**10. Adjournment**

**Motion: That the meeting be adjourned.**

**Next Meetings:**

**Friday, May 1 – Executive Committee Meeting  
Saturday, June 13 – Board of Trustees Meeting**