



**Annual General Meeting  
Regular Minutes – *APPROVED*  
January 16, 2016**

**Dodd Narrows Room  
Vancouver Island Convention Centre, Nanaimo BC**

**Present:**

Bruce Jolliffe, Comox Valley RD (Chair)  
Ron Kerr, Campbell River  
Rebecca Lennox, Courtenay  
Sean Sullivan, Cumberland  
Gordon Waterman, Gold River  
Steve Arnett, Ladysmith  
Lorna Dawn Vomacka, Lake Cowichan  
Will Geselbracht, Lantzville  
Andrew Merilees, Masset  
Diane Brennan, Nanaimo  
Kate Marsh, North Cowichan  
Jack Thornburgh, North Saanich  
Mary Beil, Parksville  
Sharie Minions, Port Alberni  
Jan Allen, Port Alice  
Christine Cunningham, Port Clements  
Jessie Hemphill, Port Hardy

Jay Dixon, Port McNeill  
Barry Avis, Qualicum Beach  
Sabrina Frazier, Queen Charlotte  
Janett Hoare, Sayward  
Kerrie Reay, Sooke  
Randy Taylor, Tahsis  
Al Anderson, Tofino  
Marilyn McEwen, Ucluelet  
Lucas Banton, Alberni / Clayoquot RD  
Mike Hicks, Capital RD  
Cathi McCullagh, Central Coast RD  
Mary Marcotte, Cowichan Valley RD  
Dave Rushton, Mount Waddington RD  
Howard Houle, Nanaimo RD  
Merrick Anderson, Powell River RD  
Bill Beldessi, Skeena–Queen Charlotte RD  
Noba Anderson, Strathcona RD

Tom Duncan, Duncan (Vice-Chair)  
Marg Grant, Comox

**Regrets:**

Erin Bremner, Sidney  
Vacant, Zeballos

**Staff:**

Rosemary Bonanno, Executive Director  
Harold Kamikawaji, Director of Human Resources  
Steve Hurcombe, Acting Director of Finance  
Melanie Barnum Divisional Manager, Human Resources/Training  
David Derby, Divisional Manager, IT  
Wayne Hartley, Divisional Manager, Human Resources/Safety  
Jason Kuffler, Divisional Manager, Community Engagement  
Lee Lively, Divisional Manager, Facilities  
Melanie Reaveley, Divisional Manager, Customer Experience  
Natasha Bartlett, Marketing and Communications Officer  
Mariah Patterson, Executive Assistant (Recorder)

**Regrets:**

Jamie Anderson, Director of Library Services & Planning

## 1. Call to Order

The meeting was called to order at 9:30 a.m.

### a) Opening remarks

### b) Roll call

As above.

## 2. Agenda

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

None.

### b) Additions or deletions

None.

### c) Approval of agenda

**Motion:** Moved by Steve Arnett / seconded by Mary Marcotte that the agenda be approved. Carried.

## 3. Trustee Orientation

**Motion:** Moved by Mary Marcotte / seconded by Dave Rushton that the Trustee Orientation presentations be received by the Board of Trustees. Carried.

### a) Vancouver Island Regional Library

Rosemary Bonanno, Executive Director

- Overview
- Trustee Portal
- Foundation Documents

### b) Finance Portfolio

Steve Hurcombe, Acting Director of Finance

- Legislation
- Budget & Financial Plan
- Facilities Process

### c) Human Resources Portfolio

Harold Kamikawaji, Director of Human Resources

### d) Library Services and IT

Melanie Reaveley, Divisional Manager, Customer Experience

David Derby, Divisional Manager, IT

**Meeting Recessed: 11:20 a.m.**

**Will Geselbracht departed the meeting at 11:20 a.m.**

**Meeting Reconvened: 11:38 a.m.**

#### **4. CUPE Presentation**

**Presented by: Ian McCloud, National CUPE Representative**

**Motion:** Moved by Merrick Anderson / seconded by Mike Hicks that the Board of Trustees hear the CUPE representative. Carried.

#### **5. Special Reports**

##### **a) 2016 Nomination Report**

**Motion:** Moved by Merrick Anderson / seconded by Barry Avis that the 2016 Nomination Report be received by the Board of Trustees. Carried.

#### **6. Elections**

##### **a) Election of Chair**

The Nominating Committee put forth one nomination for Chair: Bruce Jolliffe (Comox Valley Regional District). Rosemary Bonanno called three times for nominations from the floor, no further nominations were heard.

##### **b) Election of Vice-Chair**

The Nominating Committee put forth one nomination for Vice-Chair: Tom Duncan (City of Duncan). Rosemary Bonanno called three times for nominations from the floor, no further nominations were heard.

##### **c) Election of Executive Committee**

The Nominating Committee put forth seven candidates for the Executive Committee:

Steve Arnett (Town of Ladysmith)

Barry Avis (Town of Qualicum Beach)

Bill Beldessi (Skeena-Queen Charlotte Regional District)

Howard Houle (Nanaimo Regional District)

Kerrie Reay (City of Sooke)

Dave Rushton (Regional District of Mount Waddington)

Gordon Waterman (Village of Gold River)

Rosemary Bonanno called three times for nominations from the floor.

**c) Election of Executive Committee cont'd.**

Nominations received from the floor as follows:

Andrew Merilees (Masset) accepted a nomination by Sabrina Frazier.

Diane Brennan (Nanaimo) accepted a nomination by Gordon Waterman.

Noba Anderson (Strathcona Regional District) accepted a nomination by Kate Marsh.

Steve Arnett requested to be removed from the slate of candidates.

Trustees Noba Anderson, Barry Avis, Bill Beldessi, Diane Brennan, Howard Houle, Andrew Merilees, Kerrie Reay, Dave Rushton, and Gordon Waterman were elected to the 2016 Executive Committee.

Bruce Jolliffe assumed the role of Chair for the remainder of the meeting.

**7. Minutes**

**a) Regular Minutes of the November 21, 2015 Board of Trustees Meeting**

**Motion:** Moved by Barry Avis / seconded by Merrick Anderson that the regular minutes of the November 21, 2015 Board of Trustees Meeting be approved by the Board of Trustees. Carried.

**8. Business Arising**

**a) Automated External Defibrillators Report**

**Motion:** Moved by Merrick Anderson / seconded by Mike Hicks that the Automated External Defibrillators (AED) Report be received by the Board of Trustees. Carried.

**Motion:** Moved by Barry Avis / seconded by Jessie Hemphill that we have a defibrillator in each of our branches where there is not one currently. Carried.

**9. Finance**

**a) November 2015 Finance Report**

**Motion:** Moved by Diane Brennan / seconded by Gordon Waterman that the November 2015 Finance Report be received by the Board of Trustees. Carried.

**b) November 2015 Reserves Report**

**Motion:** Moved by Al Anderson / seconded by Ron Kerr that the *November 2015 Reserves Report* be received by the Board of Trustees. Carried.

**Mike Hicks departed the meeting at 12:15 p.m.**

**c) Facility Projects Update**

**Motion:** Moved by Barry Avis / seconded by Bill Beldessi that the *Facility Projects Update Report* be received by the Board of Trustees. Carried.

**10. New Business**

**a) Your Voice, Your Library: Draft Strategic Plan 2016-2020**

**Motion:** Moved by Dave Rushton / seconded by Sean Sullivan that the *Your Voice, Your Library: Draft Strategic Plan 2016-2020* be received by the Board of Trustees. Carried.

**Bill Beldessi and Dave Rushton departed the meeting at 12:33 p.m.**

**11. Consent Business**

**Motion:** Moved by Barry Avis / seconded by Gordon Waterman that all *Consent Business* be received by the Board of Trustees. Carried.

**12. In Camera – 12:37 p.m. to 12:50 p.m.**

**Motion:** Moved by Barry Avis / seconded by Gordon Waterman that the Board of Trustees Meeting move In Camera. Carried.

**Motion:** Moved by Merrick Anderson / seconded by Kerrie Reay that the Board of Trustees rise and return to the open portion of the regular meeting. Carried.

**13. Public Participation**

No public participation requests brought forward to the Board of Trustees.

**14. Adjournment – 12:51 p.m.**

**Motion:** Moved by Diane Brennan / seconded by Barry Avis that the meeting be adjourned. Carried.



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Bruce Jolliffe  
Chair, Board of Trustees  
Vancouver Island Regional Library



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Rosemary Bonanno, BA MLS  
Executive Director  
Vancouver Island Regional Library