



**Board of Trustees Meeting
November 26, 2016
Agenda**

**Dodd Narrows 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
- 3. Minutes**
 - a) September 17, 2016 Board of Trustees Meeting Minutes – *for approval*
 - b) October 21, 2016 Executive Committee Meeting Minutes – *for receipt*
- 4. Delegations**
- 5. Business Arising**
 - a) Electronic Records Management System (ERMS) for Board Documents
 - b) Board Agenda Packages for the Public
 - c) A Summary of Grants Available to Public Libraries in Canada
 - d) Whistleblower Policy
 - e) Correspondence from Trustee N. Anderson
- 6. Finance**
 - a) August 2016 Finance Report
 - b) August 2016 Reserves Report
 - c) Facility Projects Update
 - d) Wellington Branch Renovation Update
 - e) Asbestos Assessment and Remediation
- 7. New Business**
 - a) Proposed 2017 Board and Executive Committee Meeting Schedule
 - b) 2017 Nominating Committee and Call for Nominations
 - c) Summer Reading Club 2016
- 8. Consent Business**
 - a) Performance Indicators ([www.virltrustee.com/virl facts & stats](http://www.virltrustee.com/virl_facts_&_stats))
 - b) VIRL in the Media
 - i. GeekCon for cook kids, too, Nanaimo News Bulletin (Sept. 6/16)
 - ii. Tidemark thinks pink as city prepares to paint the theatre, Campbell River Mirror (Sept. 14/16)



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- iii. Use your library membership for software training, Comox Valley Echo (Sept. 18/16)
- iv. Library board adopts balanced budget for 2017, Campbell River Mirror (Sept. 27/16)
- v. Vancouver Island library system providing 'great value', The Parksville Qualicum Beach News (Sept. 27/16)
- vi. Special week celebrated literacy and 'raising a reader', Comox Valley Echo, (Sept. 30/16)
- vii. Coffee with....Patrick Siebold, Comox Valley Record (Oct. 5/16)
- viii. Tidemark theatre in the pink, Campbell River Mirror (Oct. 12/16)
- ix. Forget about library late fees (at least for a week), Sooke News Mirror (Oct. 19/16)
- x. Comox Valley Books for Treats 2016 requesting book donations, Comox Valley Echo (Oct. 21/16)
- xi. Welcome Back Week (comic), Comox Valley Record (Oct. 26/16)
- xii. New library project delayed by land issues, Sooke News Mirror (Nov. 16/16)
- i) Correspondence
 - i. Letter from Trustee Janett Hoare to Board Chair Bruce Jolliffe re: Sayward branch (Oct. 6/16)
 - ii. Letter from Sandi Nelson, Corporate Officer, Town of Sidney to Executive Director Rosemary Bonanno re: VIRL – lease for library services (Oct. 24/16)
 - iii. Letter from Board Chair Bruce Jolliffe to Trustee Janett Hoare re: Sayward branch (Oct. 31/16)
 - iv. Card from VIRL Staff member Ann Henkelman to Board of Trustees re: thank you, (Nov. 8/16)
 - v. Letter from Laura Baker, Assistant Private Secretary to H.R.H. The Duke of Cambridge, re: thank you (Nov. 14/16)
 - vi. Letter from Sandi Nelson, Corporate Officer, Town of Sidney to C. Kingsley, Director of Corporate Services, District of North Saanich (cc: R. Bonanno, VIRL Executive Director), re: Exploring a new library on Mary Winspear lands (Nov. 15/16)
- j) Media Releases
 - i. Library Board Adopts Balanced 2017 Budget (Sept. 17/16)
 - ii. Library Launches New Learning Tool for Customers: Lynda.com (Sept. 17/16)
 - iii. Let's Forget the Late Fees. Welcome Back to Your Library! (Sept. 30/16)

9. Public Participation Period

10. In Camera

11. Adjournment