



**Board of Trustees Meeting
Regular Minutes – APPROVED
May 28, 2016**

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

Present:

Bruce Jolliffe, Comox Valley RD (Chair)
Ron Kerr, Campbell River
Gordon Waterman, Gold River
Carol Henderson, Ladysmith (Alternate)
Lorna Dawn Vomacka, Lake Cowichan
Will Geselbracht, Lantzville
Diane Brennan, Nanaimo
Jack Thornburgh, North Saanich
Mary Beil, Parksville
Sharie Minions, Port Alberni
Jan Allen, Port Alice
Christine Cunningham, Port Clements
Jessie Hemphill, Port Hardy

Barry Avis, Qualicum Beach
Sabrina Frazier, Queen Charlotte
Erin Bremner, Sidney
Kerrie Reay, Sooke
Randy Taylor, Tahsis
Al Anderson, Tofino
Marilyn McEwen, Ucluelet
Lucas Banton, Alberni / Clayoquot RD
Cathi McCullagh, Central Coast RD
Mary Marcotte, Cowichan Valley RD
Howard Houle, Nanaimo RD
Merrick Anderson, Powell River RD
Noba Anderson, Strathcona RD

Regrets:

Tom Duncan, Duncan (Vice-Chair)
Marg Grant, Comox
Rebecca Lennox, Courtenay
Sean Sullivan, Cumberland
Andrew Merilees, Masset
Kate Marsh, North Cowichan

Jay Dixon, Port McNeill
Janett Hoare, Sayward
Candace Faulkner, Zeballos
Mike Hicks, Capital RD
Dave Rushton, Mount Waddington RD
Bill Beldessi, Skeena–Queen Charlotte RD

Staff:

Rosemary Bonanno, Executive Director
Joel Adams, Director of Finance
Jamie Anderson, Director of Library Services & Planning
Harold Kamikawaji, Director of Human Resources
Melanie Barnum, Divisional Manager, Human Resources – Training
Natasha Bartlett, Marketing and Communications Officer
Colleen Nelson, Library Manager, Comox & Courtenay
Kristen Rumohr, CSL II, Lake Cowichan
Mariah Patterson, Executive Assistant (Recorder)

Guest:

Cory Vanderhorst, MNP

1. Call to Order

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

a) Opening remarks

Chair Bruce Jolliffe welcomed everyone to the Board of Trustees meeting.

Rosemary Bonanno introduced Joel Adams, Director of Finance, to the Board. Thank you and farewell to Harold Kamikawaji, Director of Human Resources for all his efforts for our organization. Introductions made for Colleen Nelson, Library Manager, Comox & Courtenay branches and Kristen Rumohr, CSL II, Lake Cowichan branch presenting their BCLA presentation today. All Trustees received a poetry anthology that was collected and created by Jonathon Bigelow, CSL, Nanaimo Harbourfront branch using our new electronic book making machine.

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 Barry Avis / seconded by Ron Kerr that the agenda be approved. Carried.

3. Delegation: CUPE Local 401/VIRL Members

Presentation: Status of Collective Agreement, Speaker: Marc Comeau

Motion: Moved by Noba Anderson / seconded by Barry Avis that the *Delegation: CUPE Local 401/VIRL Members* be received by the Board of Trustees. Carried.

4. Minutes

a) March 19, 2016 Board of Trustees Meeting Minutes

Motion: Moved by Merrick Anderson / seconded by Gordon Waterman that the minutes of the *March 19, 2016 Board of Trustees Meeting* be approved by the Board of Trustees. Carried.

b) April 22, 2016 Executive Committee Meeting Minutes

Motion: Moved by Barry Avis / seconded by Al Anderson that the regular minutes of the *April 22, 2016 Executive Committee Meeting* be received by the Board of Trustees. Carried.

5. Business Arising

a) Your Voice, Your Library: Strategic Plan 2016 – 2020

Motion: Moved by Barry Avis / seconded by Ron Kerr that the *Your Voice, Your Library: Strategic Plan 2016 – 2020* be received by the Board of Trustees. Carried.

Motion: Moved by Kerrie Reay / seconded by Merrick Anderson that the *Your Voice, Your Library! Strategic Plan 2016-2020* be approved by the Board of Trustees. Carried.

b) Measuring Success: Outcome Measurements for Strategic Plan 2016-2020

Motion: Moved by Jessie Hemphill / seconded by Sabrina Frazier that the Board of Trustees receive the *Measuring Success report* as information. Carried.

c) Relationship Between Correspondence & VIRL Privacy Policy

Motion: Moved by Mary Marcotte / seconded by Al Anderson that the Board of Trustees receive the *Relationship Between Correspondence & VIRL Privacy Policy report* as information. Carried.

Motion: Moved by Merrick Anderson / seconded by Kerrie Reay that the staff are directed to adopt *Option Three: Board-Directed Correspondence Only*. Carried.

Option Three: Board-Directed Correspondence Only: Only emails or letters directed to the Board (board@virl.bc.ca) or letters explicitly addressed to the Chair or Board, will be provided to the Board as correspondence in the forthcoming Board packages.

6. Finance

a) 2015 Audited Financial Statements

Motion: Moved by Ron Kerr / seconded by Sabrina Frazier that the *2015 Audited Financial Statements* be received by the Board of Trustees. Carried.

b) 2015 Audit Findings Report

Guest: Cory Vanderhorst, MNP

Motion: Moved by Mary Marcotte / seconded by Barry Avis that the *2015 Audit Findings Report* be received by the Board of Trustees. Carried.

Cory Vanderhorst departed the meeting at 10:29 a.m.

c) Finance Report

Motion: Moved by Merrick Anderson / seconded by Al Anderson that the *April 2016 Finance Report* be received by the Board of Trustees. Carried.

d) Reserves Report

Motion: Moved by Diane Brennan / seconded by Barry Avis that the *April 2016 Reserves Report* be received by the Board of Trustees. Carried.

e) Facility Projects Update

Motion: Moved by Barry Avis / seconded by Erin Bremner that the *Facility Projects Update report* be received by the Board of Trustees. Carried.

Meeting Recessed: 10:42 a.m.

Meeting Reconvened: 11:00 a.m.

7. New Business

a) BCGEU Union

Motion: Moved by Diane Brennan / seconded by Lucas Banton that the *BCGEU Union report* be received by the Board of Trustees. Carried.

Motion: Moved by Noba Anderson / seconded by Kerrie Reay that future procedure be that Human Resource reports are submitted to the board in writing. Carried.

Motion: Moved by Barry Avis / seconded by Mary Marcotte that the Board of Trustees ratify the five-year collective agreement with the BCGEU starting January 2016 to December 31, 2020. Carried.

b) 2015 Annual Report

Motion: Moved by Mary Marcotte / seconded by Howard Houle that the *2015 Annual Report* be received by the Board of Trustees. Carried.

c) Summer Reading Club 2016 Preview

Motion: Moved by Gordon Waterman / seconded by Kerrie Reay that the *Summer Reading Club 2016 Preview report* be received by the Board of Trustees. Carried.

d) BCLA Presentation: What's really going on when it looks like we are just singing?

Presented by: Colleen Nelson, Library Manager and Kristen Rumohr, CSL II

Motion: Moved by Mary Marcotte / seconded by Diane Brennan that the *BCLA Presentation: What's really going on when it looks like we are just singing?* be received by the Board of Trustees. Carried.

e) 2017 Budget Assumptions

Motion: Moved by Howard Houle / seconded by Merrick Anderson that the *2017 Budget Assumptions report* be received by the Board of Trustees. Carried.

8. Reports

a) American Library Association Awards

Motion: Moved by Barry Avis / seconded by Diane Brennan that the *American Library Association Awards report* be received by the Board of Trustees as information. Carried.

b) Public Safety Lifeline Volunteer 2016 Award

Motion: Moved by Mary Marcotte / seconded by Howard Houle that the *Public Safety Lifeline Volunteer 2016 Award report* be received by the Board of Trustees as information. Carried.

c) BCLA Election Outcomes

Motion: Moved by Kerrie Reay / seconded by Barry Avis that the *BCLA Election Outcomes report* be received by the Board of Trustees as information. Carried.

d) BCLTA

Motion: Moved by Noba Anderson / seconded by Mary Marcotte that the *BCLTA report* be received by the Board of Trustees as information. Carried.

9. Consent Business

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

10. Public Participation

Motion: Moved by Mary Marcotte / seconded by Diane Brennan that information from public participant Laurence Amy (1st Vice President, CUPE Local 401) be received by the Board of Trustees. Carried.

**Will Geselbracht and Christine Cunningham
departed the meeting at 12:08 p.m.**

11. In Camera – 12:09 p.m.

Motion: Moved by Barry Avis / seconded by Howard Houle that the Board of Trustees Meeting move In Camera.

Motion: Moved by Ron Kerr / seconded by Gordon Waterman that the Board of Trustees rise and return to the open portion of the regular meeting.

12. Adjournment – 12:47 p.m.

Motion: Moved by Ron Kerr / seconded by Gordon Waterman 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