



**Board of Trustees Meeting
Regular Minutes – *UNAPPROVED*
March 18, 2017**

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

Present:

Barry Avis, Qualicum Beach (Chair)	Fred Robertson, Port Hardy
Brenda Leigh, Strathcona RD (Vice Chair)	Jay Dixon, Port McNeill
Ron Kerr, Campbell River	Sabrina Frazier, Queen Charlotte
Hugh MacKinnon, Comox	Janett Hoare, Sayward
Manno Theos, Courtenay	Erin Bremner-Mitchell, Sidney
Tom Duncan, Duncan	Kerrie Reay, Sooke
Gordon Waterman, Gold River	Randy Taylor, Tahsis
Steve Arnett, Ladysmith	Al Anderson, Tofino
Lorna Vomacka, Lake Cowichan	Mike Hicks, Capital RD
Jason Thompson, Masset	Frank Johnson, Central Coast RD
Diane Brennan, Nanaimo	Rod Nichol, Comox Valley RD
Kate Marsh, North Cowichan	Mary Marcotte, Cowichan Valley RD
Jack Thornburgh, North Saanich	Heidi Soltau, Mount Waddington RD
Mary Beil, Parksville	Howard Houle, Nanaimo RD
Mike Ruttan, Port Alberni (Alternate)	Bill Beldessi, North Coast RD
Jan Allen, Port Alice	Merrick Anderson, Powell River RD

Regrets:

Sean Sullivan, Cumberland	Marilyn McEwen, Ucluelet
Will Geselbracht, Lantzville	Candace Faulkner, Zeballos
Port Clements	Lucas Banton, Alberni / Clayoquot RD

Staff:

Rosemary Bonanno, Executive Director
Joel Adams, Director of Finance
Jamie Anderson, Director of Library Services & Planning
Lis Pedersen, Director of Human Resources
Melanie Barnum, Divisional Manager, Office of the Executive Director
David Carson, Divisional Manager, Communications
Jason Kuffler, CSL II, Nanaimo Harbourfront branch
Heather Mink Zuvich, Executive Assistant (Recorder)
Mariah Patterson, Administrative Assistant

1. Call to Order

The meeting was called to order at 9:30 am.

a) Opening remarks

b) Roll call

As above.

2. Agenda

a) Items to be removed from Consent Business

None.

b) Additions or deletions

Addition of In Camera session following the approval of the agenda.

c) Approval of agenda

Motion: Moved by Brenda Leigh / seconded by Howard Houle that the agenda be approved as amended. Carried.

3. In Camera – 9:36 am

Motion: Moved by Hugh MacKinnon / seconded by Merrick Anderson that the Board of Trustees Meeting move In Camera. Carried.

Staff members Joel Adams, Jamie Anderson, Lis Pedersen, David Carson and Mariah Patterson and members of the public departed the meeting at 9:36 am.

Trustee Rod Nichol arrived at 9:44 am

In Camera adjournment – 10:18 am

Staff members Joel Adams, Jamie Anderson, Lis Pedersen, David Carson and Mariah Patterson and members of the public returned to the meeting at 10:18 am.

4. Minutes

a) January 21, 2017 Board of Trustees Meeting Minutes

Motion: Moved by Ron Kerr / seconded by Gordon Waterman that the minutes of the *January 21, 2017 Board of Trustees Meeting* be approved by the Board of Trustees. Carried.

b) March 2, 2017 Executive Committee Meeting Minutes

Motion: Moved by Bill Beldessi / seconded by Al Anderson that the regular minutes of the *March 2, 2017 Executive Committee Meeting* be received by the Board of Trustees. Carried.

5. Delegations

Motion: Moved by Brenda Leigh / seconded by Diane Brennan that the delegation from CUPE Local 401 represented by Ms. Jenny James, be received by the Board of Trustees. Carried.

6. Business Arising

a) Revised Board Policy: Delegations / Public Participation and Request to Appear as a Delegation form

Motion: Moved by Manno Theos / seconded by Gordon Waterman that the *Revised Board Policy: Delegations/Public Participation* and the *Request to Appear as a Delegation form* be received by the Board of Trustees. Carried.

Motion: Moved by Sabrina Frazier / seconded by Mary Beil that the Board of Trustees refer the *Revised Board Policy: Delegations / Public Participation* and the *Request to Appear as a Delegation form* back to the Executive Committee. Carried.

7. Finance

a) January 2017 Finance Report

Motion: Moved by Sabrina Frazier / seconded by Steve Arnett that the *January 2017 Finance Report* be received by the Board of Trustees. Carried.

b) January 2017 Reserves Report

Motion: Moved by Merrick Anderson / seconded by Kate Marsh that the *January 2017 Reserves Report* be received by the Board of Trustees. Carried.

Meeting Recessed: 11:12 am

Meeting Reconvened: 11:26 am

**Staff member Jason Kuffler arrived at the meeting at 11:15 am
Trustees Mary Beil and Diane Brennan departed the meeting at 11:26 am**

c) Presentation: Consolidated Facilities Master Plan & Facilities Policy Joel Adams, Director of Finance

Motion: Moved by Sabrina Frazier / seconded by Bill Beldessi that the *Consolidated Facilities Master Plan and Facilities Policy* presentation be received by the Board of Trustees. Carried.

d) Facility Projects Update

Motion: Moved by Manno Theos / seconded by Steve Arnett that the *Facility Projects Update* be received by the Board of Trustees. Carried.

e) Sooke Building Project

Motion: Moved by Bill Beldessi / seconded by Howard Houle that the *Sooke Building Project* report be received by the Board of Trustees. Carried.

Motion: Moved by Mike Hicks / seconded by Kerrie Reay that staff be directed by the Board of Trustees to build a new VIRL branch on Lot A, 6671 Wadams Way, Sooke, B.C. and pay all development costs from the \$6 million budget. Carried.

Trustee Diane Brennan returned to the meeting at 11:50 pm
Trustee Mike Hicks departed the meeting at 11:52 pm

8. New Business

a) [REDACTED] Grant

Motion: Moved by Bill Beldessi / seconded by Hugh MacKinnon that the [REDACTED] [REDACTED] *Grant* report be received as information by the Board of Trustees. Carried.

9. Consent Business

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

10. In Camera – 12:16 pm

Motion: Moved by Brenda Leigh / seconded by Janett Hoare that the Board of Trustees Meeting move In Camera. Carried.

Staff members Joel Adams, Jamie Anderson, Lis Pedersen, Melanie Barnum, David Carson, Jason Kuffler and Mariah Patterson and members of the public departed the meeting at 12:16 pm

Trustee Howard Houle departed the meeting at 12:50 pm

Alternate Trustee Mike Ruttan departed the meeting at 1:00 pm

Trustees Merrick Anderson and Jay Dixon departed the meeting at 1:00 pm

11. Adjournment – 1:09 pm

Motion: Moved by Brenda Leigh / seconded by Gordon Waterman that the meeting be adjourned. Carried.