



from the Board Table

The 2018 - 2022 Financial Plan Looking to the Future

On September 16, 2017, the Vancouver Island Regional Library (VIRL) Board of Trustees adopted a balanced operating budget of \$36,487,912 for 2018. The Board's commitment to long-term visioning is underscored in the adopted 2018-2022 Financial Plan: Looking to the Future. Highlights of the adopted 2018 Budget include:

- Continued facilities investments as per the Consolidated Facilities Master Plan;
- Investments in innovative programming, collections, and resources;
- Investments in digital technologies and innovations; and
- Commitment to reconciliation with Indigenous Peoples.

The 2018 Budget ensures that VIRL will evolve and expand to meet the diverse needs of the communities we serve. The Budget supports the Board's Strategic Plan: Your Voice, Your Library, and reinforces the principles of the 15-year Consolidated Facilities Master Plan.



The Nanaimo Wellington branch was bustling with giggles and excitement during the official opening in July

The 2018 Budget

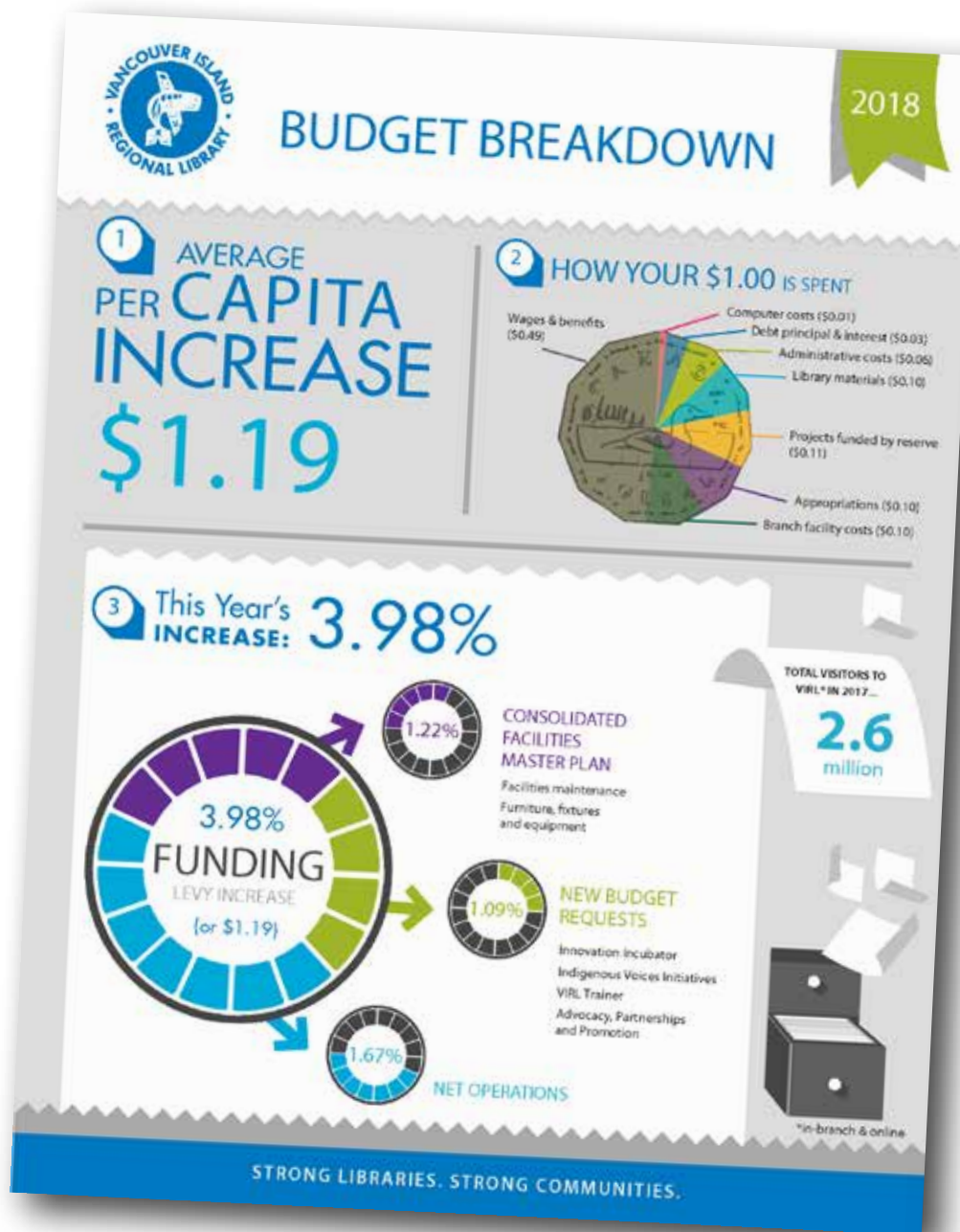
Looking to the Future

Looking to the Future

The 2018 Budget addresses the strategic direction needed to transition us from the traditional, physical library into the library of the 21st century with innovative programming, access to robust collections and technology, and safe, welcoming spaces for customers to use as a connection point in their communities and to the world.

2018 Priorities

- Expanding our online presence, including updating the external website;
- Investment in technology to remain relevant in an increasingly electronic world;
- Expanding the digital collection to address the current and future needs of customers;
- Developing innovative, relevant programming that meets the needs of customers and aligns with the Strategic Plan;
- Continuing to invest and reinvest in branches through the Consolidated Facilities Master Plan;
- Leveraging VIRL's experience with facility development operations to gain operating efficiencies; and
- Gaining further operating efficiencies through strategic review of expenditures.



Learn more about the 2018 budget at virl.bc.ca/reports-and-plans

The 2018 Budget

Business Cases

Innovation Incubator: VIRL customers are hungry for technology. Whether it's learning to code, tinkering with a 3D printer, flying a drone, or recording an album, libraries can satisfy this hunger by providing the spaces, resources, and expertise to help people thrive in the digital environment. The Innovation Incubator will research and develop a suite of tech-driven programming and opportunities based around the concept of STEAM learning — where the S stands for Science, T for Technology, E for Engineering, A for Arts, and M for Mathematics — an educational model that opens near infinite doors of possibility for learners and hobbyists of every age, ability, and interest.

Indigenous Voices: VIRL is committed to responding to the Truth & Reconciliation Calls to Action and understands the need for Indigenous outreach, resources and service. As part of our efforts to facilitate reconciliation for Indigenous and non-Indigenous members of the community, we will work with Indigenous Elders in all zones (24 branches) who will share stories and skills related to Indigenous culture and experiences. Each quarter, an Elder will be invited to come to each branch to share stories, skills and knowledge. Possible events include:

- Storytelling for children, families and adults;
- Talking Circles;
- Drumming, dancing, crafts, emblems and spirituality; and
- Discussions on Indigenous culture, heritage, protocols, skills, history, residential schools and Truth and Reconciliation.



The 2018 Budget

Business Cases cont...



Trainer: A full-time Trainer will be responsible for developing a robust training plan for the organization, making decisions pertaining to training, and implementing changes to training processes. This position will:

- Conduct organization-wide surveys to identify gaps in skills and abilities;
- Develop and conduct new employee orientation sessions to ensure staff begin employment with the information they need to be successful;
- Identify and assess training needs throughout the organization;
- Develop, organize, conduct and evaluate VIRL training programs;
- Lead training sessions for staff to teach skills such as computer applications, phone systems, policies and procedures, and inventory planning;
- Host or facilitate workshops and presentations;
- Create blended interactive, multi-media and face-to-face presentations to support learning, training and development; and
- Evaluate training effectiveness and return on investment.

Advocacy, Partnerships & Promotion: The Advocacy, Partnerships and Promotion position will translate library values into policy and practice, while creating advocacy strategies that engage community partners, community leaders and library users as library champions. These champions will help raise the profile of the library and its services throughout our VIRL communities.

The role of this position is two-fold. First, this position will work with branch librarians to gather community information with a focus on identifying service gaps and barriers to service for non-users, marginalized populations, and community groups. This information will be translated into potential policy and procedural changes with the goal of creating welcoming library spaces and expanding service to non-user or non-traditional users. Secondly, this position will develop outward-facing advocacy campaigns to highlight the role of the library in our communities, share important changes to library service, and enlist community support for libraries and library funding.



Finance Report

Balance Sheet:

The balance sheet of \$32.9 million shows a healthy balance of cash and investments of \$6.7 million at the end of July.

Revenue and Expenditures: The operating surplus as at the end of July of \$343,678 reflects that revenues and expenditures are in line with expectations to date. The surplus reflects annual expenditures which are recognized at the beginning of the year, as well as the effect of transactions within the appropriations and reserves.

Reserves Report: The Board of Trustees is provided with updated reserves information at each meeting. At the end of July, the reserves totaled \$5.1 million. Appropriations to reserves are recorded on a quarterly basis, so 50% have been recognized at the end of July. Included in the results to date is \$1.3 million in reserve funded expenditures, of which \$1.1 million has been recognized in revenue. Transfers from reserves are recorded when projects have been substantially completed.

Finance Report Summary: The current position is sustainable and VIRL's operations are in line with expectations to date.



Facilities Updates



The refreshed Nanaimo Wellington branch

Campbell River

On July 26, VIRL staff met with staff from the City of Campbell River to discuss a potential new library site at the Tye Plaza. A developer is working with Campbell River to develop a portion of the plaza to include additional residential and commercial areas, and is interested in working with VIRL to develop a new library site between 10,000 – 18,000 square feet. VIRL had a good discussion with municipal staff, and discussed specific items around VIRL's procurement and financing models.

Chemainus

On May 3, VIRL met with the District of North Cowichan Committee of the Whole to discuss a proposed mixed-use building on the library site. VIRL presented the challenges of this plan, including the significant delay to the timeline and increased costs of construction, after which the Committee passed a resolution in favour of the library project proceeding as a one-story, standalone building. VIRL continues to review the preliminary plans that have been prepared by the architect, and will work with the architect to finalize the design. A second public consultation will then be held to introduce the design to the community.

Ladysmith

On July 31, VIRL staff met with Ladysmith's Mayor and City Manager. Ladysmith is looking to initiate a mixed-use project on property owned by the town, which could include space for a new library.

Masset

Discussion continues for land for a new branch. VIRL has received responses to a Request for Information related to prefabricated construction technologies, which will be utilized in Masset. A well-attended public consultation was held on August 21 that allowed VIRL to answer questions about the library and the planning process. Staff also reviewed the Queen Charlotte and Sandspit locations to determine the scope of potential projects at these branches — School District 50 has offered sites to house a prefabricated building in both of these locations.

Woss

VIRL met with representatives from Regional District of Mount Waddington on March 8 to discuss the Woss library. There is a potential partnership between the Regional District, School District 85, and other partners to develop the school into a joint-use facility that will include a new library branch.

Facilities Updates



*Lara Wright, Library Manager of the
Nanaimo Wellington branch*

Sayward

Library services are returning to Sayward. After successful meetings between VIRL staff and Village Council, a temporary library will soon open inside Council Chambers while a permanent library is constructed. The temporary library is slated to open during the week of September 25 with the same hours of operation as before the closure. Sayward Council has approved the lease of a parcel of land to VIRL, on which VIRL will construct a new, prefabricated library branch. VIRL will let an RFP for the prefabricated construction of this site. For full details, please see <http://virl.bc.ca/sayward-story>.

Sooke

A public consultation was held in Sooke on May 2 where members from the community asked questions of VIRL staff and were given the opportunity to provide input. VIRL has since engaged in discussions with the architect and other consultants regarding the orientation of the building, parking, access, and other items. VIRL is working with the District of Sooke on issues around the lease agreement for the land, permitting, and other items.

Sidney

In October 2016, VIRL received confirmation from Sidney that it wished to proceed with the renewal of a 10-year lease, which will allow VIRL to undertake a renovation at this branch. A well-attended and highly engaged public consultation was held in Sidney on March 22 where VIRL staff and the architect answered questions from the community. The building envelope assessment has been prepared, which will help to determine the next steps for the project.

North Saanich

North Saanich is working with a surveyor to prepare a subdivision plan at the Panorama Centre, which will determine the final site for the new branch. Preliminary site preparation and design work can commence after the plan is completed.

Tofino

VIRL attended a meeting on July 27 with representatives from Tofino, the Clayoquot Biosphere Trust, and the Tofino Housing Corporation to discuss a potential mixed-use building on one of the three proposed sites.



The newly opened Nanaimo Wellington branch in Country Club Centre

Facilities Updates (continued)

“Investment in
our facilities
moves our
Strategic Plan
forward.”

Nanaimo Wellington

The new Nanaimo Wellington branch opened May 23. A grand opening celebration was held on July 8.

Parksville

VIRL is using a City of Parksville reflooring project as an opportunity to undertake other maintenance. Preliminary designs have been provided by the architect. VIRL is reviewing the draft plans and will provide further direction.

Port Alberni

A donation from a member of the Port Alberni community has kick-started a refurbishment effort. Preliminary designs have been provided by the architect. VIRL is reviewing the draft plans and will provide further direction.

Tahsis

VIRL is waiting for information from Tahsis and the School District related to a potential site for a prefabricated construction building.

What's Happening @ Your Library

Wellington Grand Opening

On July 8, the new Wellington Branch in the Country Club Centre enjoyed a wildly successful grand opening ceremony that drew hundreds of attendees who experienced VR demos, speeches, recorded stories, and were entertained by the popular children's performer, Captain Thunderpants.

VIRL's Mobile Library

VIRL's Mobile Library efforts were a huge success this summer. Here's a breakdown of how we did:

- Spoke to more than 800 people;
- More than 200 people experienced Virtual Reality;
- Almost 80 stories were recorded for our Tell Us Your Story campaign;
- Almost 40 new membership card sign ups were completed;
- 71 people were enrolled in the Summer Reading Club; and
- VIRL merchandise were promoted and sold.

Summer Reading Club

No surprise, but the SRC was bigger and better than ever this year across VIRL branches! There was something for everyone, from our teeniest tots to our most senior community members. Across the system, thousands of people "Walked on the Wild Side" during SRC 2017.

