



from the Board Table

Intro

At the June 1 meeting, the Trustees received a report regarding VIRL's Audited Financial Statements, an update on VIRL's Capital Planning, an overview of the Architectural Design process for Capital Projects, a presentation on the 2018 Annual Report, a UBCM Resolution regarding Library Funding, the 2020 Budget Assumptions, and numerous other reports.

2018 Annual Report

VIRL's 2018 Annual Report is a reflection on the year that was, a celebration of our successes, and an opportunity to tell stories of how we positively impacted lives and encouraged lifelong learning and literacy in the communities we serve. With the theme of Bridging the Divide, the Annual Report tells story after story of the many ways our libraries brought people together, made people feel welcome, helped share new ideas and perspectives, and promoted diversity and learning.

The 2018 report is entirely digital and web-based, making it accessible and attractive on any device or platform.

Follow [this link to view the 2018 Annual Report](#).



Finance Report

“VIRL’s current position is sustainable and VIRL’s operations are in line with expectations for this point in the year.”

Balance Sheet: The balance sheet of \$35.5 million shows a healthy balance of cash and investments of \$9.1 million at the end of March and a year to date operating surplus of \$160,535.

Revenue and Expenditures: The net operating surplus as at the end of March reflects that revenues were in line with expectations and expenditures were within budget.

Reserves: The Board of Trustees is provided with updated reserves information at each meeting. At the end of March the reserves stood at a balance of \$7.6 million. Appropriations to reserves are recorded on a monthly basis and at the end of March represented 25% of the budgeted contributions to reserves for the year. Year to date withdrawals consist of amounts for projects at various facilities, as well as purchases of furniture and equipment, IT software and hardware, and improvements to the Integrated Library System.

In summary: VIRL’s current position is sustainable and VIRL’s operations are in line with expectations for this point in the year.

Facilities Updates



The Sidney/North Saanich branch cozy alcoves are a favourite among community members.

Campbell River

No discussions have taken place between VIRL and municipal staff since the September 2018 Board meeting. VIRL is waiting on information regarding potential sites for a new branch.

Chemainus

Construction began during the week of March 4 and is slated to be complete in late 2019.

Courtenay

VIRL has initiated planning this project.

Ladysmith

Ladysmith is looking to initiate a mixed-use project on property owned by the town, which could include space for a new branch. No recent discussions have taken place.

Port Alberni

VIRL has initiated planning this project.

Masset

Based on the success of the Sayward tender, VIRL will move forward with developing plans for the Masset branch. VIRL's consultants are preparing the documents for tender.

Sandspit

VIRL previously had discussions with School District 50 around a lease for land on which to house a new prototype branch. The parties agreed to postpone discussions until the issue of the District having exclusive use of the library during certain hours can be resolved.

Queen Charlotte

VIRL had discussions with School District 50 and local officials regarding potential sites for a new library. No additional information to report.

Facilities Updates cont.



The Official Opening of the Sidney/North Saanich branch brought the community out in celebration (above: Brenda Leigh, Chair, Board)

Sayward

Construction is set to begin in early July with the new branch opening in the fall of 2019.

Sooke

Revisions to the development permit were submitted to the District of Sooke earlier in June. The District will review the revised development permit application and if there are no further revisions, the application will be presented to Council for approval.

Sidney

The reimagined branch opened on May 21. A Grand Opening celebration occurred on June 15 at the branch with much community celebration.

North Saanich

The proposed site at the Panorama Centre is part of the Agricultural Land Reserve. V.I.R.L. awaits further direction from North Saanich.

Tofino

V.I.R.L. has attended various meetings related to the concept of a shared building with the Clayoquot Biosphere Trust, which would be built on a site currently owned by Tofino. Discussions are in the early stages for this potential project.

Tahsis

V.I.R.L. continues discussion around potential sites or other options for service delivery.

Woss

The Village of Woss has identified the site where the new branch will be located. V.I.R.L. staff have commenced with the necessary planning work in preparation of a prototype branch. Based on the results of the Sayward tender, V.I.R.L.'s consultants are working to produce a bid package for the Woss branch.



Business Arising

Audited Financial Statements

Trustees heard a presentation from MNP's Cory Vanderhorst regarding VIRL's Audited Financial Statements. As in previous years, the audit revealed no abnormalities or other concerns, and VIRL's Finances received a clean bill of health.

Revised Board Policy: Fees and Charges

The Board received and adopted changes to the Fees and Charges Policy, as it relates to Non-Residents. In the same Policy, the Board also reviewed changes to reflect the elimination of fines on all children's materials, fees for 3D printing, and VIRL's future Video Game Collection.

Capital Planning

VIRL prepares an annual 5-year Capital Plan that covers planned projects, and assigns them an expected value and year. The Board received a report from staff to provide assurance that VIRL is complying with our commitments under the Consolidated Facilities Master Plan (CFMP), and allows VIRL to forecast its capital expenditures and the related impact on reserve balances.

This update will, moving forward, be provide each year to the Board.

Budget Assumptions

Preliminary Budget Assumptions were presented to the Board in advance of the upcoming 2020 Budget approval process.

Social Procurement

Social Procurement is a shift in the way municipalities and governments look how they prioritize major projects to include the "social good" as key components of the process. This report was presented for discussion and background.