Board of Trustees Meeting
June 1, 2019
Minutes –APPROVED

Nanaimo River Room
Vancouver Island Convention Centre

Present:

Brenda Leigh, Strathcona RD (Chair)
Ron Kerr, Campbell River
Vickey Brown, Cumberland
Tom Duncan, Duncan
Brenda Patrick, Gold River
Rob Johnson, Ladysmith
Terry Carty, Masset
Rosalie Sawrie, North Cowichan (Alternate)
Jack McClintock, North Saanich
Teresa Patterson, Parksville
Holly Aldis, Port Alice (Alternate)
Ian Gould, Port Clements
Fred Robertson, Port Hardy
Ryan Mitchell, Port McNeill (Alternate)
Adam Walker, Qualicum Beach
Joyce Ellis, Sayward
Barbara Fallot, Sidney
Lynda Llewellyn, Tahsis
Duncan McMaster, Tofino
Marilyn McEwen, Ucluelet
Penny Cote, Alberni / Clayoquot RD
Mike Hicks, Capital RD
Andrew Hory, Mount Waddington RD

Regrets:

Nicole Minions, Comox
Manno Theos, Courtenay
Lorna Dawn Vomacka, Lake Cowichan
Jamie Wilson, Lantzville
Erin Hemmens, Nanaimo
Ron Paulson, Port Alberni
Jesse Embree, Queen Charlotte
Jeff Bateman, Sooke
Candace Faulkner, Zeballos
Jayme Kennedy, Central Coast RD
Daniel Arbour, Comox Valley RD
Mary Marcotte, Cowichan Valley RD
Vanessa Craig, Nanaimo RD
Evan Putterill, North Coast RD
Andrew Fall, qathet RD

Staff:

Rosemary Bonanno, Executive Director
Anne O'Shea, Deputy Executive Director / COO
Joel Adams, Director of Finance
Lisa House, Director of Human Resources
Louise Broadley, Assistant Director, Experience & Engagement (North)
Jennifer Bond, Divisional Manager, Finance
Melanie Barnum, Divisional Manager, Office of the Executive Director
Emily Mathews, Divisional Manager, Collections & Support Services
Stephen R. Warren, Assistant Director, Experience & Engagement (South)
Dara Hall, Human Resources Advisor, Talent Management
Sue Kim, Growth & Development Specialist
Mariah Patterson, Executive Assistant (Recorder)

Guest:

Cory Vanderhorst, MNP
Megan Przada, MNP

1. Call to Order 9:30 am

The Vancouver Island Regional Library Board of Trustees would like to acknowledge that the land on which we gather is the traditional territory of the Coast Salish peoples, specifically the Snuneymuxw First Nation whose historical relationships with the land continue to this day.

a) Opening Remarks

Chair Brenda Leigh and Trustee Lynda Llewellyn attended BCLTA in May. Chair Leigh presented a resolution for increased provincial funding for libraries to BCLTA and the Strathcona Regional District Board. The resolution was approved at both to be presented to UBCM.

b) Roll Call

As above.

c) Declarations of Conflicts of Interest

None.

2. Agenda

a) Items to be removed from Consent Business

None.

b) Additions or Deletions

None.

c) Approval of Agenda

Motion: Moved by Lynda LLewellyn / seconded by Barbara Fallot that the agenda be approved by the Board of Trustees. Carried.

3. Minutes

a) March 23, 2019 Board of Trustees Meeting Minutes

Motion: Moved by Duncan McMaster/ seconded by Barbara Fallot that the *March 23, 2019 Board of Trustees Meeting Minutes* be approved by the Board of Trustees. Carried.

b) May 3, 2019 Executive Committee Meeting Minutes

Motion: Moved by Vickey Brown / seconded by Penny Cote that the *May 3, 2019 Executive Committee Meeting Minutes* be received by the Board of Trustees. Carried.

4. Delegations

None.

5. Business Arising

a) 2018 Audited Financial Statements

Motion: Moved by Tom Duncan / seconded by Ron Kerr that the *2018 Audited Financial Statements* be received by the Board of Trustees. Carried.

b) 2018 Audited Findings Report

Guest: Cory Vanderhorst and Megan Przada, MNP

Motion: Moved by Tom Duncan / seconded by Duncan McMaster that the *2018 Audited Findings Report* be received by the Board of Trustees. Carried.

Cory Vanderhorst and Megan Przada departed the meeting at 9:47 am.

c) Changes to Key Performance Indicators

Motion: Moved by Penny Cote / seconded by Marilyn McEwen that the *Changes to Key Performance Indicators report* be received by the Board of Trustees. Carried.

d) Branch Activity Highlights Report

Motion: Moved by Duncan McMaster / seconded by Tom Duncan that the *Branch Activity Highlights Report* be received by the Board of Trustees. Carried.

e) Report on Lost Items

Motion: Moved by Lynda Llewellyn / seconded by Penny Cote that the *Report on Lost Items* be received by the Board of Trustees. Carried.

f) Revised Board Policy: Fees & Charges

Motion: Moved by Marilyn McEwen / seconded by Vickey Brown that the *Revised Board Policy: Fees and Charges* be received by the Board of Trustees. Carried.

Motion: Moved by Lynda Llewellyn / seconded by Barbara Fallot that the current *Board Policy: Fees and Charges* be rescinded by the Board of Trustees. Carried.

Motion: Moved by Barbara Fallot / seconded by Ron Kerr that the revised *Board Policy: Fees and Charges* be adopted by the Board of Trustees. Carried.

6. Finance

a) March 2019 Finance Report

Motion: Moved by Marilyn McEwen / seconded by Duncan McMaster that the *March 2019 Finance Report* be received by the Board of Trustees. Carried.

b) March 2019 Reserves Report

Motion: Moved by Penny Cote / seconded by Ron Kerr that the *March 2019 Reserves Report* be received by the Board of Trustees. Carried.

c) Facility Projects Update

Motion: Moved by Vickey Brown / seconded by Rob Johnson that the *Facility Projects Update* report be received by the Board of Trustees. Carried.

7. New Business

a) 2019-2023 Capital Plan

Motion: Moved by Penny Cote / seconded by Lynda Llewellyn that the *2019-2023 Capital Plan item 7(a)* and the *Architectural Design Process item 7(b)* be received by the Board of Trustees. Carried.

b) Architectural Design Process

Motion to receive as above.

c) 2020 Budget Assumptions

Motion: Moved by Marilyn McEwen / seconded by Vickey Brown that the *2020 Budget Assumptions* report be received by the Board of Trustees. Carried.

d) Social Procurement

Motion: Moved by Adam Walker / seconded by Duncan McMaster that the *Social Procurement* report be received by the Board of Trustees. Carried.

e) Revised Board Policy: Rules of Conduct

Motion: Moved by Penny Cote / seconded by Lynda Llewellyn that the *Revised Board Policy: Rules of Conduct* be received by the Board of Trustees. Carried.

Motion: Moved by Vickey Brown / seconded by Rob Johnson that the current *Board Policy: Rules of Conduct* be rescinded by the Board of Trustees. Carried.

Motion: Moved by Barbara Fallot / seconded by Duncan McMaster that the revised *Board Policy: Rules of Conduct* be adopted by the Board of Trustees. Carried.

f) Revised Board Policy: Prohibition and Appeal Process

Motion: Moved by Penny Cote / seconded by Ron Kerr that the *Revised Board Policy: Prohibitions and Appeal Process* be received by the Board of Trustees. Carried.

Motion: Moved by Rob Johnson / seconded by Andrew Hory that the current *Board Policy: Prohibitions and Appeal Process* be rescinded by the Board of Trustees. Carried.

Motion: Moved by Barbara Fallot / seconded by Adam Walker that the revised *Board Policy: Prohibitions and Appeal Process* be adopted by the Board of Trustees. Carried.

g) UBCM Resolution Regarding Library Funding

Motion: Moved by Marilyn McEwen / seconded by Tom Duncan that the *UBCM Resolution Regarding Library Funding* be received by the Board of Trustees. Carried.

Motion: Moved by Rob Johnson / seconded by Vickey Brown that the following resolution going to UBCM be endorsed by the Board of Trustees:

"WHEREAS libraries in British Columbia are largely financed by levies paid by local governments,

AND WHEREAS libraries in British Columbia provide open and equal public access to vital resources, including the internet, public computers, digital library tools and in-person service from expert staff to provide opportunities for all British Columbians to access knowledge and information and increase literacy in our communities and present informative programmes; including First Nations programmes and material which advance public understanding and reconciliation,

AND WHEREAS libraries in British Columbia are delivering their excellent services in an environment where Provincial library funding has remained virtually stagnant for the past 30 years,

THEREFORE BE IT RESOLVED the Government of British Columbia give urgent attention to funding for BC Libraries by adding $20 million to the BC Provincial Budget for 2019 for allocation to libraries throughout BC,

AND FURTHER THAT the Province be requested to ensure that BC Libraries will henceforth receive Provincial Government financial support at a sustainable level in subsequent years following the 2019 Budget."

Carried.

Motion: Moved by Penny Cote / seconded by Tom Duncan that a special committee be created by the Board of Trustees to address the Minister of Education at UBCM and lobby for more funding from the provincial government. Carried.

Call for nominations to the Special Committee from the floor:

Penny Cote (Alberni-Clayoquot RD) accepted a nomination from Mike Hicks / seconded by Tom Duncan.
Brenda Leigh (Strathcona RD) accepted a nomination from Rob Johnson / seconded by Vickey Brown.

Trustees Penny Cote and Brenda Leigh were named members of the Special Committee.

Motion: Moved by Rob Johnson / seconded by Adam Walker to allow the Chair to select the third special committee member. Carried.

Motion: Moved by Rob Johnson / seconded by Barbara Fallot that the Committee when selected also have a one-on-one meeting with the Minister of Education in their offices in Victoria, apart from the UBCM. Carried.

h) 2018 Annual Report

Motion: Moved by Tom Duncan / seconded by Duncan McMaster that the *2018 Annual Report, "Bridging the Divide",* be received by the Board of Trustees. Carried.

8. Consent Business

Motion: Moved by Vickey Brown / seconded by Ron Kerr that the Board of Trustees receive all *Consent Business*. Carried.

9. In Camera

No In Camera at this meeting.

10. Adjournment 11:25 am

Motion: Moved by Tom Duncan / seconded by Duncan McMaster that the meeting be adjourned. Carried.

Brenda Leigh
Chair, Board of Trustees
Vancouver Island Regional Library

Rosemary Bonanno, BA MLS
Executive Director
Vancouver Island Regional Library