Board of Trustees
Annual General Meeting
January 29, 2022
Minutes - APPROVED

Location: Zoom.us

Present:

Gaby Wickstrom, Port McNeill (Chair)
Erin Hemmens, Nanaimo (Vice Chair)
Colleen Evans, Campbell River
Nicole Minions, Comox (Alternate)
Vickey Brown, Cumberland
Brenda Patrick, Gold River
Jeff Virtanen, Ladysmith
Karen Proctor, Lantzville
Regina Williams, Masset
Rosalie Sawrie, North Cowichan
Jack McClintock, North Saanich
Teresa Patterson, Parksville
Ian Gould, Port Clements
Fred Robertson, Port Hardy
Scott Harrison, Qualicum Beach
Jesse Embree, Queen Charlotte
Peter Wainwright, Sidney
Jeff Bateman, Sooke
Cheryl Northcott, Tahsis
Duncan McMaster, Tofino
Marilyn McEwen, Ucluelet
Al Rodgers, Zeballos
Penny Cote, Alberni-Clayoquot RD
Mike Hicks, Capital RD
Daniel Arbour, Comox Valley RD
Mike Wilson, Cowichan Valley RD
Vanessa Craig, Nanaimo RD
Evan Putterill, North Coast RD
Andrew Fall, qathet RD
Brenda Leigh, Strathcona RD

Regrets:

Manno Theos, Courtenay
Jenni Capps, Duncan
Lorna Vomacka, Lake Cowichan
Debbie Haggard, Port Alberni
Bruce Lloyd, Port Alice
Norm Kirschner, Sayward
Vacant, Central Coast RD
Andrew Hory, Mount Waddington RD

Guests:

Geraldine Manson, Elder of Snuneymuxw First Nations
Jessica Delaney, Delaney & Associates
Kristi Merilees, Delaney & Associates
Jayme Kennedy

Staff:

Ben Hyman, Executive Director
Anne O'Shea, Deputy Executive Director / COO
Joel Adams, Director of Finance
David Carson, Director of Corporate Communications & Strategic Initiatives
Lisa House, Director of Human Resources
Melissa Legacy, Director of Library Services & Planning
Melanie Barnum, Parliamentarian
Mariah Patterson, Executive Assistant
Saho Lindberg, Administrative Assistant (Recorder)

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1. Call to Order 9:30am

Vancouver Island Regional Library acknowledges we operate on traditional territories of the 55 First Nations within our service area, who are members of the Coast Salish, Haida, Nuu-chah-nulth, Kwakwaka'wakh and Nuxalk peoples. We honour our relationships with these Nations and all other First Nations, Métis and Inuit peoples who reside in this region.

a) Opening Remarks
Ben Hyman, Executive Director, welcomed Trustees to the 2022 Vancouver Island Regional Library (VIRL) Board of Trustees. The Executive Director acting as Chair until elections are held (Item 5).

Geraldine Manson, Elder of Snuneymuxw First Nations, joined the meeting to offer prayer and opening remarks at 9:48am.
Geraldine Manson, Elder of Snuneymuxw First Nations, departed the meeting at 9:55am.

Al Rodgers joined the meeting at 9:55am.

b) Roll Call
As above.

c) Declarations of Conflicts of Interest
None.

2. VIRL Board of Trustees Governance Orientation

Trustees Orientation Presentation by Ben Hyman, Executive Director, Anne O'Shea, Deputy Executive Director/COO, Joel Adams, Director of Finance, and David Carson, Director of Corporate Communication & Strategic Initiatives.

Meeting recessed at 10:43am.
Board of Trustees participated in the Strategic Planning Engagement held on another virtual site.

3. Strategic Planning 2022 Board Engagement with Delaney & Associates

Jessica Delaney and Kristi Merilees of Delaney & Associates facilitated the Strategic Planning 2022 Board Engagement.

Al Rodgers joined the meeting at 11:10am.
Mike Wilson, Rosalie Sawrie and Al Rodgers departed the meeting at 11:25am.
Jeff Virtanen departed the meeting at 11:30am.
Jessica Delaney and Kristi Merilees departed the meeting at 12:18pm.

Meeting reconvened at 12:25pm.

4. Special Report: 2022 Nominating Committee Report

Motion: Moved by Brenda Leigh / seconded by Fred Robertson that the *Nominating Committee Report* be received by the Board of Trustees. Carried.

5. Elections

Anne O'Shea, Deputy Executive Director / COO and Melanie Barnum, Parliamentarian conducted the elections of Chair, Vice Chair and Executive Committee. Roll call was held to confirm the participating voting Trustees.

a) Election of Chair
One nomination was put forth in the Nominating Committee Report: Gaby Wickstrom (Town of Port McNeill).
Gaby Wickstrom was elected Chair by acclimation.

b) Election of Vice Chair
One nomination was put forth in the Nominating Committee Report: Erin Hemmens (City of Nanaimo)
Erin Hemmens was elected Vice Chair by acclimation.

c) Election of Executive Committee
Eleven nominations were put forth in the Nominating Committee Report:
1. Daniel Arbour (Comox Valley Regional District)
2. Vickey Brown (Village of Cumberland)
3. Penny Cote (Alberni-Clayoquot Regional District)
4. Vanessa Craig (Regional District of Nanaimo)
5. Colleen Evans (City of Campbell River)
6. Scott Harrison (Town of Qualicum Beach)
7. Brenda Leigh (Strathcona Regional District)
8. Duncan McMaster (District of Tofino)
9. Cheryl Northcott (Village of Tahsis)
10. Evan Putterill (North Coast Regional District)
11. Fred Robertson (District of Port Hardy)

The result of the first vote for 9th member-at-large was a tie for nominees Scott Harrison (Town of Qualicum Beach) and Cheryl Northcott (Village of Tahsis). A runoff vote was held and winning the majority vote was Cheryl Northcott.

Trustees Daniel Arbour, Vickey Brown, Penny Cote, Vanessa Craig, Colleen Evans, Duncan McMaster, Cheryl Northcott, Evan Putterill and Fred Robertson were elected as members-at-large for the 2022 Executive Committee.

Brenda Leigh departed the meeting at 12:55pm.
Gaby Wickstrom assumed the role of Chair for the remainder of the meeting.
Public livestreaming commenced.

6. Agenda

a) Items to be Removed from Consent Business
None.

b) Additions or Deletions
None.

c) Approval of Agenda
Motion: Moved by Erin Hemmens / seconded by Andrew Fall that the Agenda be approved by the Board of Trustees. Carried.

7. Minutes

a) November 27, 2021 Board of Trustees Meeting Unapproved Minutes
Motion: Moved by Duncan McMaster / seconded by Teresa Patterson that the *November 27, 2021 Board of Trustees Meeting Unapproved Minutes* be approved by the Board of Trustees. Carried.

8. Delegations

None.

9. Business Arising

None.

10. Finance

a) November 2021 Finance Report
Motion: Moved by Erin Hemmens / seconded by Andrew Fall that the *November 2021 Finance Report* be received by the Board of Trustees. Carried.

Daniel Arbour departed the meeting at 1:02pm.

b) November 2021 Reserves Report
Motion: Moved by Duncan McMaster / seconded by Vanessa Craig that the *November 2021 Reserves Report* be received by the Board of Trustees. Carried.

11. VIRL 2021 Performance Scorecard

Motion: Moved by Duncan McMaster / seconded by Vanessa Craig that the *VIRL 2021 Performance Scorecard* be received by the Board of Trustees. Carried.

12. Facilities

a) Capital Projects Update
Motion: Moved by Duncan McMaster / seconded by Erin Hemmens that the *Capital Projects Update* report be received by the Board of Trustees. Carried.

13. New Business

None.

14. Communications

a) Q4 2021 Media Landscape
Motion: Moved by Duncan McMaster / seconded by Vanessa Craig that the *Q4 2021 Media Landscape* report be received by the Board of Trustees. Carried.

15. Consent Business

Motion: Moved by Erin Hemmens / seconded by Vickey Brown that *all Consent Business* be received by the Board of Trustees. Carried.

16. In Camera

None.

17. Adjournment 1:34pm

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

Gaby Wickstrom
Chair, Board of Trustees
Vancouver Island Regional Library

Ben Hyman
Executive Director
Vancouver Island Regional Library