Board of Trustees Meeting
September 24, 2022
Minutes - APPROVED

Kwa'lilas Hotel, Port Hardy & Zoom.us

Present:

Gaby Wickstrom, Port McNeill (Chair)
Jonathan Kerr, Comox
Vickey Brown, Cumberland
Jennifer Capps, Duncan
Jeff Virtanen, Ladysmith
Regina Williams, Masset
Rosalie Sawrie, North Cowichan
Jack McClintock, North Saanich
Teresa Patterson, Parksville
Debbie Haggard, Port Alberni
Bruce Lloyd, Port Alice
Fred Robertson, Port Hardy
Scott Harrison, Qualicum Beach
Jesse Embree, Daajing Giids
Peter Wainwright, Sidney
Jeff Bateman, Sooke
Cheryl Northcott, Tahsis
Duncan McMaster, Tofino
Penny Cote, Alberni-Clayoquot RD
Mike Hicks, Capital RD
Jayme Kennedy, Central Coast RD
Mike Wilson, Cowichan Valley RD
Andrew Hory, Mount Waddington RD
Vanessa Craig, Nanaimo RD
Evan Putterill, North Coast RD
Andrew Fall, qathet RD

Regrets:

Erin Hemmens, Nanaimo (Vice Chair)
Colleen Evans, Campbell River
Manno Theos, Courtenay
Brenda Patrick, Gold River
Lorna Vomacka, Lake Cowichan
Karen Proctor, Lantzville
Ian Gould, Port Clements
Norm Kirschner, Sayward
Marilyn McEwen, Ucluelet
Barb Lewis, Zeballos (Alternate)
Daniel Arbour, Comox Valley RD
Brenda Leigh, Strathcona RD

Staff:

Ben Hyman, Executive Director
Anne O'Shea, Deputy Executive Director / COO
Joel Adams, Director of Finance
David Carson, Director of Communications
Eileen Gillette, Director of Public Services and Planning
Jennifer Bond, Divisional Manager, Finance
Mariah Patterson, Executive Assistant
Saho Lindberg, Administrative Assistant (Recorder)

Guests:

Holly Alyea, Senior Associate, Cornerstone Planning Group
Melanie Roskell, Partner, Cornerstone Planning Group

1. Call to Order 9:40am

Greetings from the traditional territories of the Kwakiutl First Nations. Vancouver Island Regional Library acknowledges we operate on the 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
Chair Gaby Wickstrom thanked Trustees Mike Hicks and Marilyn McEwen for their years of service on the VIRL Board of Trustees.

b) Roll Call
As above.

c) Declarations of Conflicts of Interest
None.

Mike Hicks departed the meeting at 9:48am.

2. Agenda

a) Items to be removed from Consent Business
Trustee Vanessa Craig requested to remove from Consent Business items *9a(iv) VIRL Branches as Cooling Centers,* page 70 and *9a(vii) Daajing Giids: Queen Charlotte Branch Name Change*, page 77*.*

b) Additions or Deletions
None.

c) Approval of Agenda
Motion: Moved by Fred Robertson / seconded by Vanessa Craig that the Agenda be approved by the Board of Trustees. Carried.

3. Minutes

a) June 11, 2022 Board of Trustees Unapproved Meeting Minutes
Motion: Moved by Duncan McMaster / seconded by Jeff Bateman that the *June 11, 2022 Board of Trustees Unapproved Meeting Minutes* be approved by the Board of Trustees. Carried.

b) July 8, 2022 Executive Committee Approved Meeting Minutes
Motion: Moved by Vanessa Craig / seconded by Fred Robertson that the *July 8, 2022 Executive Committee Approved Meeting Minutes* be received by the Board of Trustees. Carried.

c) August 26, 2022 Executive Committee Unapproved Meeting Minutes
Motion: Moved by Duncan McMaster / seconded by Vanessa Craig that the *August 26, 2022 Executive Committee Unapproved Meeting Minutes* be received by the Board of Trustees. Carried.

4. Delegations

None.

Holly Alyea, and Melanie Roskell, Cornerstone Planning Group joined the meeting at 10:43am.

5. Business Arising

a) Facilities Master Plan Interim Report & Presentation
Presented by: Holly Alyea & Melanie Roskell, Cornerstone Planning Group

Motion: Moved by Vanessa Craig / seconded by Fred Robertson that the *Facilities Master Plan Interim Report & Presentation* be received by the Board of Trustees. Carried.

Holly Alyea and Melanie Roskell, Cornerstone Planning Group departed the meeting at 10:25am.

6. Finance

a) 2023 Budget

Motion: Moved by Duncan McMaster / seconded by Fred Robertson that the *2023 Budget* be received by the Board of Trustees. Carried.

Rosalie Sawrie departed the meeting at 10:35am.
Penny Cote joined the meeting at 10:57am.
Mike Wilson departed the meeting at 11:04am.
Regina Williams departed the meeting at 11:18am.

Motion: Moved by Fred Robertson / seconded by Bruce Lloyd that the 2023 Budget be adopted by the Board of Trustees. Carried. 18 in favour, 4 opposed (Trustees P. Cote, V. Craig, D. Haggard, and T. Patterson).

Meeting recessed at 11:35am.
Meeting reconvened at 11:40am.

b) July 2022 Finance Report

Motion: Moved by Fred Robertson / seconded by Vickey Brown that the *July 2022 Finance Report* be received by the Board of Trustees. Carried.

c) July 2022 Reserves Report

Motion: Moved by Duncan McMaster / seconded by Vickey Brown that the *July 2022 Reserves Report* be received by the Board of Trustees. Carried.

7. Facilities

a) Capital Projects Update

Motion: Moved by Andrew Fall / seconded by Vanessa Craig that the *Capital Projects Update* be received by the Board of Trustees. Carried.

Discussion re: Masset project status and continuing operational necessity to keep the project viable given Health and Safety concerns associated with the continuing deterioration of the existing facility and continuity of service considerations. Old Masset Village Council letter of support in Correspondence.

8. New Business

a) Revised Policy: Request to be a Delegation

Motion: Moved by Bruce Lloyd / seconded by Fred Robertson that the *Revised Policy: Request to be a Delegation* be received by the Board of Trustees. Carried.

Motion: Moved by Vanessa Craig / seconded by Scott Harrison that the *Revised Policy: Request to be a Delegation* be approved by the Board of Trustees with an amendment to the form to include that "an application received less than 5 days in advance of the meeting will be accepted at the discretion of the Chair." Carried.

b) Revised Policy: Anonymous Communications

Motion: Moved by Vanessa Craig / seconded by Duncan McMaster that the *Revised Policy: Anonymous Communications* be received by the Board of Trustees. Carried.

Motion: Moved by Vanessa Craig / seconded by Scott Harrison that the *Revised Policy: Anonymous Communications* be approved by the Board of Trustees. Carried.

9. Consent Business

Consent Business Items 9a(iv) VIRL Branches as Cooling Centers, page 70 and 9a(vii) Daajing Giids: Queen Charlotte Branch Name Change, page 77 were discussed by the Board of Trustees.

Motion: Moved by Vanessa Craig / seconded by Jonathan Kerr that *all remaining Consent Business* be received by the Board of Trustees. Carried.

10. In Camera 12:10pm

Motion: Moved by Vanessa Craig / seconded by Duncan McMaster that the Board of Trustees meeting move In Camera. Carried.

As per the Board Procedural By-Law, the in-camera meeting stands adjourned due to not having quorum.

11. Adjournment 12:23pm

As per the Board Procedural By-Law, the meeting stands adjourned due to not having quorum.

Erin Hemmens
Chair, Board of Trustees
Vancouver Island Regional Library

Ben Hyman
Executive Director
Vancouver Island Regional Library

Fred Robertson
Vice Chair, Board of Trustees
Vancouver Island Regional Library