MINUTES
GREATER VICTORIA PUBLIC LIBRARY BOARD REGULAR MEETING
Central Library, 735 Broughton Street
Community Meeting Room
May 22, 2018 12:00p.m.-1:00p.m.

The GVPL Board recognizes and acknowledges the traditional territory of the Esquimalt and Songhees Nations on which the Central Branch is located and board meetings take place.

A meeting of the Greater Victoria Public Library Board was held on the above date at the above location. The following individuals were in attendance:

Board Members: Trustee R. Martin (Chair)
Trustee D. Begoray (Vice Chair)
Trustee B. Beckett
Trustee M. Boyd
Trustee K. Burns
Trustee B. Burton-Krahn
Trustee T. Chung
Trustee J. Davis
Trustee S. Laidlaw
Trustee J. Loveday
Trustee A. MacKinnon
Trustee K. Murdoch
Trustee D. Murdock
Trustee J. Rogers
Trustee M. Sahlstrom
Trustee K. Santini

Staff: Ms. M. Sawa, CEO/Secretary
Ms. L. Jordon, Deputy CEO, Director of Strategic Development
Ms. D. Main, Director of Human Resources
Mr. P. McKinnon, Director of Finance and Facilities
Mr. D. Phillips, Director of Technology and Risk Management
Ms. J. Windecker, Director of Public Services
Ms. D. Wood, Director of Communications and Development
Ms. K. Marshall, Recording Secretary
Ms. H. Hughes, CUPE President

Regrets: Trustee R. Burris
Trustee D. Curtis
Trustee Z. King

CALL TO ORDER AND WELCOME

Trustee Martin called the meeting to order at 12:00p.m.
1. APPROVAL OF AGENDA

Moved by Trustee Rogers, Seconded by Trustee Burton-Krahn

THAT the May 22, 2018 agenda be approved.  

MOTION CARRIED

2. CHAIR’S REMARKS

sxʷeŋxʷəŋ təŋəxʷ James Bay Branch grand opening is Saturday, May 26 from 10:30a.m. – 1:00p.m. All trustees are encouraged to attend.

The Emerging Local Authors event celebrated the works of over 100 south island authors. This year 129 titles were added. Trustee Martin congratulated staff on a job well done.

The board retreat is June 23 from 9:00a.m. – 1:00p.m. The retreat will focus on current achievements and future priorities.

3. APPROVAL OF MINUTES

Moved by Trustee MacKinnon, Seconded by Trustee Loveday

THAT the minutes of the April 24, 2018 Regular Board Meeting be approved

MOTION CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETING

None

5. COMMITTEE REPORTS

5.1 Finance Committee Meeting May 8, 2018

5.1.1 Finance Committee Meeting Minutes October 10, 2017

Moved by Trustee Murdock, Seconded by Trustee Boyd

THAT the minutes of the October 10, 2017 Finance Committee Meeting be approved

MOTION CARRIED

Trustee Murdock provided a summary of the May 8, 2018 Finance Committee Meeting. The Audited Financial Statements ending December 31, 2017 were reviewed. Figures demonstrated an increase in cash and cash equivalent over 2016, an increase in accounts payable and receivable for fit up of the new sxʷeŋxʷəŋ təŋəxʷ James Bay Branch and an increase in fines and fees revenue. The 2017 Audit Findings Report was presented and reviewed.

5.1.2 Statement of Financial Activity, March 31, 2018

Moved by Trustee Murdock, Seconded by Trustee Santini

THAT the Statement of Financial Activity March 31, 2018 be approved.

MOTION CARRIED
5.1.3 Draft Audited Financial Statement - Fiscal 2017

Moved by Trustee Murdock, Seconded by Trustee Rogers

THAT the Draft Audited Financial Statement – Fiscal 2017 be approved.  

MOTION CARRIED

5.1.4 Statement of Financial Information (SOFI) – Fiscal 2017

Moved by Trustee Murdock, Seconded by Trustee MacKinnon

THAT the Statement of Financial Information (SOFI) – Fiscal 2017 be approved.  

MOTION CARRIED

Trustee Murdock thanked staff for their work, the thorough preparation of information and reports and for assisting the Finance Committee.

5.2 Planning and Policy Committee

5.2.1 Board Retreat Working Group Update

The board retreat will be held on June 23, 2018 from 9:00am-1:00pm.  Rebecca Jones will be facilitating discussion on the strategic plan, current accomplishments and future priorities.

6. CEO REPORT TO THE BOARD

Ms. Sawa, CEO provided the CEO report.  As noted in her written report, Ms. Sawa attended a number of library association conferences, forums and meetings in May.  Ms. Sawa noted her observations and impressions or key trends and data from libraries across Canada.

Ms. Sawa noted the grand opening of the sx̱əwx̱əŋəx̱ʷ təŋəx̱ʷ James Bay Branch which is taking place on Saturday, May 26, 2018 and reminded trustees that opening remarks are scheduled for 11:00a.m.

7. NEW BUSINESS

None

8. REPORTS/PRESENTATIONS BOARD AND STAFF

8.1 BC GLAM Symposium/BC Library Conference 2018

Trustees Davis and Chung reported on the BC GLAM (Galleries, Libraries, Archives and Museums) Symposium that preceded the BC Library Conference. Trustee Chung presented in her professional capacity, representing RBCM. The symposium was the first of its kind in BC and was a direct result of the MOU created by the BC Museums Association, the BC Library Association and the Archives Association of BC.

The annual BC Library Conference, which attracted a diverse group of library workers and trustees from across the province, was attended by Trustees Boyd, Chung, Begoray and Martin. The BCLTA governance sessions were useful and the “six things all trustees should know” was particularly informative. Ms. Wood, Director of Communications and Development, presented at the BCLTA Trustee Forum and was commended for her successful session on The Power of Storytelling.
8.2 IslandLink Federation Update

Nothing to report

8.3 Friends of the Library Update

The next Friends of the Library booksale is June 22-24, 2018 at the Nellie McClung branch.

9. BOARD CORRESPONDENCE

9.1 City of Colwood: 2018 Budget Approval

Moved by Trustee Santini, Seconded by Trustee Davis

THAT the Board correspondence be received.

MOTION CARRIED

10. IN-CAMERA BUSINESS

Moved by Trustee Loveday, Seconded by Trustee Santini

THAT the Board move in-camera.

MOTION CARRIED

11. OTHER BUSINESS

The Board approved the recommended expenditures for the 2017 operating surplus.

12. NEXT MEETING

Tuesday, June 26, 2018 12:00p.m. – 1:30p.m.

13. ADJOURNMENT

Moved by Trustee Burton-Krahn, Seconded by Trustee Laidlaw

THAT the May 22, 2018 Regular Board Meeting adjourn.

MOTION CARRIED

Meeting adjourned at 1:05p.m.