AGENDA
GREATER VICTORIA PUBLIC LIBRARY BOARD MEETING and FESTIVE LUNCH
Central Branch, 735 Broughton Street, Community Meeting Room
Tuesday, December 11, 2018 at 12:00 p.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.

1. APPROVAL OF AGENDA  
   Motion to Approve

2. CHAIR’S REMARKS  
   For Information

3. APPROVAL OF MINUTES  
   3.1 Minutes of the Board Meeting of November 27, 2018 Attachment #3.1  
   Motion to Approve

4. CEO REPORT TO THE BOARD  
   For Information

5. COMMITTEE REPORTS  
   None

6. NEW BUSINESS  
   6.1 Outgoing Trustee Recognition  
   For Information

7. REPORTS/PRESENTATIONS (COMMUNITY & STAFF)  
   7.1 Perception Survey  
   7.2 BCLTA Update  
   For Information

8. BOARD CORRESPONDENCE  
   8.1 Letter – Town of View Royal 2019 Budget and Five-Year Financial Plan  
   Motion to Receive

9. NEXT MEETING  
   January 22, 2019 12:00pm – 1:30pm

10. ADJOURNMENT  
    Motion to Adjourn

Mission Statement  
We build community and support literacy and lifelong learning by providing free access to information, space, tools and expertise
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 A. Appleton
- Trustee M. Boyd
- Trustee D. Curtis
- Trustee J. Davis
- Trustee K. Harper
- Trustee S. Laidlaw
- Trustee A. MacKinnon
- Trustee K. Roessingh
- Trustee J. Rogers
- Trustee K. Santini
- Trustee M. Sahlstrom
- Trustee L. Seaton
- Trustee J. Vermeulen

**Staff:**
- Ms. M. Sawa, CEO/Secretary
- Mr. P. McKinnon, Director of Finance and Facilities
- Ms. D. Main, Director of Human Resources
- 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 B. Beckett
- Trustee R. Burris
- Trustee T. Chung
- Trustee Z. King
- Trustee J. Loveday

**CALL TO ORDER AND WELCOME**

Trustee Martin called the meeting to order at 12:00p.m.

1. **APPROVAL OF AGENDA**

   Moved by Trustee Santini, Seconded by Trustee MacKinnon

   THAT the November 27, 2018 agenda be approved

   MOTION CARRIED
2. CHAIR’S REMARKS

Trustee Martin welcomed new trustees, Trustee Appleton (Oak Bay), Trustee Harper (Saanich), Trustee Seaton (Langford) and Trustee Vermeulen (Esquimalt) to the board and welcomed back Trustee Roessingh (Highlands). A board trustee orientation will be forthcoming.

Trustee Martin attended the Victoria Book Prize Awards Gala on October 17. Trustee Martin thanked everyone who organized the event for a successful evening.

The 2019 Budget and Five-Year Financial Plan has been submitted to municipal councils.

A letter to trustees regarding the annual “board ask” was circulated. Trustee Martin asked trustees to support GVPL by making a tax-deductible donation.

Outgoing trustees will be formally recognized at the December 11 board meeting and festive lunch. Trustee Martin reminded trustees that the ‘GVPL Sings’ event will take place in the courtyard after the board meeting. All trustees are invited to participate.

3. APPROVAL OF MINUTES

Moved by Trustee Roessingh, Seconded by Trustee Rogers

THAT the minutes of the October 16, 2018 Regular Board Meeting be approved

MOTION CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETING

None

5. CEO REPORT TO THE BOARD

Ms. Sawa, CEO welcomed the new trustees. Orientation lunch meetings and branch tours will be arranged in January.

Ms. Sawa updated the board on potential facilities projects.

Phase two of the ‘Change Your Mind’ campaign in partnership with Serious Coffee will begin in January 2019

GVPL’s annual ‘Cookies and Crafts’ branch open houses will take place on December 8, 2:00pm - 4:00pm. Trustees interested in attending are asked to RSVP to Ms. Marshall.

6. COMMITTEE REPORTS

6.1 Planning and Policy Committee Meeting November 6

Trustee Davis explained the role of the planning and policy committee and provided an update. The committee is currently developing goals and a work plan for 2019.
7. NEW BUSINESS

7.1 Proposed 2019 Board Meeting Dates

The proposed 2019 board meeting dates were circulated. Electronic calendar invites will follow.

7.2 GVLRA 2019 Appointment

The 2019 GVLRA primary and alternate appointments are open to councillor trustees. Interested trustees are asked to contact Trustee Martin before December 5.

8. REPORTS / PRESENTATIONS BOARD & STAFF

8.1 Staff Presentation – Truth and Reconciliation Actions and Recommendations

Jennifer Windecker, Director, Public Service, presented an update of the work that has been done by GVPL staff in the past year in response to the Truth and Reconciliation Commission’s 94 Calls to Action.

Focused truth and reconciliation (TRC) areas include:
- Indigenous materials in the collection
- Seeking out bilingual resources
- Dedicated display area for indigenous reads
- Programming that meets the express needs of indigenous populations
- Providing community outreach and engagement
- Partnerships with indigenous communities and organizations
- Cultural space planning and signage in GVPL branches
- Professional development: specialized training for staff
- An internal TRC working group
- Ensuring library branches are a forum for indigenous language sharing

8.2 BCLTA Update

Trustee Boyd provided an overview of the BCLTA (British Columbia Library Trustee Association). The website has been refreshed. The TOP (Trustee Orientation Program) handbook is being reviewed. May 8-10, 2019 is the BC Library Conference and May 11, 2019 is the BCLTA summit. Trustee Boyd encouraged trustees to attend the library summit to meet other library trustees and to further understand the role of a library trustee.

8.3 Friends of the Library Update

Trustee Laidlaw provided an overview of Friends of the Library. Summer Reading Club, Truth and Reconciliation initiatives and Digilab have been supported by donations from the Friends of the Library. Booksales are the main fundraising activity with four booksales held per year.

9. IN-CAMERA MEETING

Moved by Trustee Rogers, Seconded by Trustee MacKinnon

THAT the Board move in-camera

MOTION CARRIED
10. NEXT MEETING
   Tuesday, December 11, 2018 12:00pm-1:30pm

11. ADJOURNMENT

   Moved by Trustee Santini, Seconded by Trustee Roessingh

   THAT the November 27, 2018 Regular Board Meeting adjourn

   MOTION CARRIED

   Meeting adjourned at 1:20pm

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Board Chair  Board Secretary
November 21, 2018

Greater Victoria Public Library
735 Broughton Street
Victoria, BC
V8W 3H2

Attention:  Rob Martin, Chair, Greater Victoria Public Library

Dear Mr. Martin:

Re:  Greater Victoria Public Library 2019 Budget and Five-Year Financial Plan

At the November 20, 2018 Council meeting, Council was in receipt of your letter and Greater Victoria Public Library 2019 Budget and Five Year Financial Plan and the following resolution was passed:

"THAT the Greater Victoria Public Library 2019 Budget and Five-Year Financial Plan be approved in principle."

Please note, a formal discussion of the Greater Victoria Public Library 2019 Budget and Five-Year Financial Plan will be discussed by Council in February.

If you have any further questions or concerns, please do not hesitate to contact this office at 250-479-6800.

Yours truly,

TOWN OF VIEW ROYAL

Elena Bolster
Deputy Corporate Officer