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 A. Appleton
- Trustee D. Begoray
- Trustee T. Chung
- Trustee J. Davis
- Trustee E. Glover (12:02pm)
- Trustee K. Harper
- Trustee A. Holthuis
- Trustee S. Laidlaw
- Trustee G. Lemon
- Trustee J. Loveday (12:16pm)
- Trustee A. MacKinnon
- Trustee K. Roessingh
- Trustee M. Sahlstrom
- Trustee B. Thompson
- Trustee J. Vermeulen

**Staff:**
- M. Sawa, CEO/Secretary
- P. McKinnon, Director Finance and Facilities
- D. Main, Director People and Culture
- D. Wood, Director Library Services, Planning and Engagement
- E. Gillette, Assistant Director, Library Services, Branch Design Operation
- K. Marshall, Recording Secretary
- F. Ferriera CUPE 410 President

**Regrets:**
- Trustee M. Boyd
- Trustee D. Kobayashi
- Trustee K. Santini
- Trustee D. Seaton

**1. CALL TO ORDER BY THE SECRETARY**

Trustee Begoray called the meeting to order at 11:59am.
2. INDIGENOUS ACKNOWLEDGEMENT

Trustee Begoray provided the Indigenous acknowledgement.

3. CHAIR’S REMARKS

Welcome to new board trustees, Bob Thompson, Central Saanich Councillor and Annemieke Holthuis, Citizen Representative from Saanich.

Welcome to Fatima Ferreira CUPE 410 President.

4. APPROVAL OF CONSENT AGENDA

Moved by Trustee Roessingh, Seconded by Trustee Thompson

THAT the February 25, 2020 agenda be approved

MOTION CARRIED

5. OFFICERS REPORTS

5.1 Chair Report

Trustee Begoray provided the chair report.

Trustee Begoray and Trustee Holthuis attended the Black History Month concert at the Belfry.

Trustee Begoray thanked trustees Kobayashi and Appleton for their interest in chairing the planning and policy committee and confirmed trustee Kobayashi, Chair and Trustee Appleton, Vice-Chair of the committee.

The 2020 budget was presented to Oak Bay council on February 20, 2020.

GVPL received $20,000 from the Times Colonist Literacy Society in support of the Books for Babies program.

5.2 CEO Report

M. Sawa, CEO provided the CEO report.

Freedom to Read Week is taking place February 23-29, 2020. Freedom to Read Week highlights the importance for individuals to have the freedom to read what they wish and provides an opportunity to promote the key role public libraries play in assuring freedom to read.

Dates for the 2020 Budget presentations to Esquimalt, Metchosin, Colwood and Saanich councils have been confirmed.

The Saanich Centennial branch will re-open in March. Trustee Harper toured the restored branch and shared her positive impressions. The re-opening date will be confirmed and announced on March 6, 2020.
6. BUSINESS ARISING FROM PREVIOUS MEETING

6.1 Board Committee Meeting Dates 2020

Dates for committee meetings have been set. All trustees are welcome to attend committee meetings.

7. COMMITTEE REPORTS

7.1 Planning and Policy Committee Meeting February 18, 2020

Trustee Appleton provided the planning and policy committee meeting report and thanked outgoing Chair, Trustee Davis for her service and work.

The planning and policy committee received an update on the facilities master plan. A presentation by consultants from Urban Arts will be scheduled for trustees in March or April. Trustees will be polled for the most convenient date and details will follow. Trustees also discussed strategic planning 2020 and reviewed a planning roadmap.

The committee will be working on updating the GVPL meeting room policy.

7.2 Planning and Policy Committee Strategic Plan Working Group

Moved by Trustee Davis, Seconded by Trustee Appleton

THAT the board of trustees strike a working group of the planning and policy committee, comprised of six to eight trustees from the board of trustees.

MOTION CARRIED

8. NEW BUSINESS

8.1 Staff Development Day 2020

The board previously approved a June 17, 2020 system closure. Due to other system priorities it is recommended that Staff Development Day 2020 occur on September 30, 2020.

Moved by Trustee Thompson, Seconded by Trustee Lemon

To amend the motion previously adopted to now read:

THAT GVPL be closed system-wide for Staff Development Day on September 30, 2020

MOTION CARRIED

8.2 Strategic Planning Process Presentation

D. Wood, Director of Library Services, Planning and Engagement presented the strategic planning process timeline, roles and responsibilities, outcomes and a list of recommended activities.
The BCLTA Convictions 2018 identified that libraries should be agile, proactive, responsive and adaptable. The 2021 strategic plan should align with these convictions.

The outcome of the strategic plan should answer the question: What is the impact we want to see in our communities?

The 2021 strategic plan should use the GVPL mission, vision and values as the foundation, identifying strategic priorities and goals which meet the strategic priorities.

Process Timeline:
February 2020 – board leadership (designating a working group)
March, April, May 2020 – community engagement
April, May, September 2020 – staff engagement
Early October 2020 – board retreat
End of October 2020 – draft strategic plan to planning and policy committee
November 2020 – board approval of strategic plan
December 2020 – strategic plan launch – internally
January 2021 – strategic plan launch – to the community (to coincide with Family Literacy Week)

9. BOARD LIAISON UPDATES

9.1 British Columbia Library Trustee Association (BCLTA) Update

Trustee Glover provided the BCLTA update. The BCLTA forum and AGM is scheduled for April 18, 2020. Meeting room booking policies will be discussed. Experts in this area and libraries who have experience with creating and revising meeting room policy will be presenting.

9.2 Friends of the Library Update

Friends of the Library held a Booksale on February 22-23, 2020. Peninsula 1000 x 5 expressed gratitude for the opportunity to purchase books for their babies’ and children’s programs.

The Friends of the Library’s 2020 goal is to bring the total donations to GVPL since the inauguration of the Friends to $1 million dollars.

10. NEXT MEETING DATE

March 24, 2020 at 12:00pm – 1:00pm

11. ADJOURNMENT

Moved by Trustee Thompson, Seconded by Trustee Laidlaw

THAT the February 25, 2020 Regular Board Meeting adjourn

MOTION CARRIED

Meeting adjourned at 12:56pm

Board Chair                                                                                              Board Secretary