M I N U T E S
GREATER VICTORIA PUBLIC LIBRARY BOARD REGULAR MEETING
Electronic Meeting – MS Teams
February 23, 2021 12:00pm – 1:00pm

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

Board Members:  Trustee A. Appleton
                 Trustee E. Beaton
                 Trustee D. Begoray
                 Trustee M. Boyd
                 Trustee T. Chung
                 Trustee J. Davis
                 Trustee E. Glover
                 Trustee K. Harper
                 Trustee A. Holthuis
                 Trustee D. Kobayashi
                 Trustee G. Lemon
                 Trustee J. Loveday
                 Trustee A. MacKinnon
                 Trustee K. Roessingh
                 Trustee K. Santini
                 Trustee D. Seaton
                 Trustee B. Thompson
                 Trustee J. Vermeulen

Regrets:        Trustee M. Sahlstrom

Staff:          M. Sawa, CEO/Secretary
                P. McKinnon, Director Finance and Facilities
                D. Main, Director People and Culture
                A. Polinsky, Acting Director Communications and Development
                J. Windecker, Director Library Services, Innovation and Delivery
                D. Wood, Privacy Officer, Director, Planning and IT
                K. Marshall, Recording Secretary

F. Ferreira, President CUPE 410

1. CALL TO ORDER
   Board Secretary M. Sawa, CEO called the meeting to order at 12:04 p.m.

2. INDIGENOUS ACKNOWLEDGEMENT
   Trustee Mackinnon provided the Indigenous acknowledgement.
3. APPROVAL OF CONSENT AGENDA

Moved by Trustee Lemon, Seconded by Trustee Kobayashi

THAT the February 23, 2021 consent agenda be approved.  

MOTION CARRIED

4. CHAIR’S REMARKS

Trustee MacKinnon provided the chair’s remarks. Trustee MacKinnon welcomed new City of Victoria Councillor Trustee, Marianne Alto. 2021 budget presentations are proceeding with a presentation to Central Saanich council on February 22, 2021 and upcoming presentations to Esquimalt council March 1 and Saanich council March 11.

Kristine Marshall, Executive Assistant has resigned. Her last day of work is February 26, 2021.

5. OFFICERS REPORTS

5.1 CEO Report

M. Sawa, CEO provided the CEO report. M. Sawa thanked councillor representatives for their support at their council budget meetings.

The strategic planning 2021 process is being developed and additional information will be provided in item 8.1 Strategic Planning Process.

GVPL has acquired a new shuttle van. It has been decaled and is in operation.

A temporary Executive Assistant will be starting on March 1, 2021.

5.2 Chair’s Report

Trustee MacKinnon provided the chair’s report. 2021 budget presentations are proceeding with a presentation to Central Saanich council on February 22, 2021 and upcoming presentations to Esquimalt council March 1 and Saanich council March 11.

6. BUSINESS ARISING FROM PREVIOUS MEETING

None

7. COMMITTEE REPORTS

7.1 Planning and Policy Committee Meeting February 16, 2021

Trustee MacKinnon thanked Trustee Kobayashi for volunteering for the position of Committee Chair and thanked Trustee Appleton for volunteering for the position of Committee Vice-Chair.

Trustee Kobayashi provided the planning and policy committee report. The planning and policy committee met on February 16, 2021 to determine 2021 priorities. The committee will focus on strategic planning and will work closely with D. Wood, Director of Library Services Planning and Engagement. The strategic planning process was discussed and additional information will be provided in item 8.1 Strategic Planning Process.
8. NEW BUSINESS

8.1 Strategic Planning Process

D. Wood explained the strategic planning roadmap. The process consists of:

- A plan duration of 24 months, October 2021 – October 2023;
- A timeline beginning in February 2021 and concluding in June 2021;
- An engagement process including market research, interviews and a community survey; and
- A measurement tool.

A working group of the planning and policy committee is required.

Moved by Trustee Roessingh, Seconded by Trustee Begoray

THAT the GVPL Board of Trustees approve the strategic planning roadmap, and its related components, to guide the 2021/2022 strategic planning process.

THAT the GVPL Board of Trustees assemble a Strategic Plan Working Group to provide staff with direction and guidance for the duration of the planning process; specifically, at the point of initiation (February 2021) through to the public launch of the plan (October 2021).

THAT the GVPL Board of Trustees assemble for a half-day retreat in March or early April to generate and approve the strategic priorities and the specific, measurable goals for the plan. Further, with health and safety precautions in mind, the half-day retreat would be delivered via Microsoft Teams and/or other digital engagement platforms.

MOTION CARRIED

Trustee MacKinnon called for volunteers for the strategic planning working group. The following trustees expressed interest:

Trustee Begoray
Trustee Vermeulen
Trustee Lemon
Trustee Glover
Trustee Boyd
Trustee Kobayashi
Trustee Harper
Trustee Appleton
Trustee Chung
Trustee Davis
Trustee Beaton
Trustee MacKinnon

8.2 Facilities Planning Priorities 2021

A regional service master plan was completed by consultants in February 2020. The plan is a report and not a recommendation from staff and is indicative of a specific point in time. It will be used to inform future planning.
9. BOARD LIAISON UPDATES

9.1 Friends of the Library

Trustee Santini provided the Friends of the Library update. The friends are working with A. Polinsky, Acting Director Communications and Development to support public engagement activities for strategic planning and the enhancement of the children’s areas at branches.

9.2 BCLTA

Trustee Glover provided the BCLTA update. BCLTA continues to work with its library partners on advocacy and connecting with the Ministry of Municipal Affairs.

BCLTA is hoping to partner its 2021 annual conference with the Beyond Hope Conference.

Trustees were encouraged to attend the workshops being offered in March.

9.3 IslandLink Federation

Trustee Davis provided the IslandLink Federation update. IslandLink is focusing on a number of social justice themes in 2021 and planning its AGM.

Trustee Boyd left the meeting at 1:00p.m.

10. NEXT MEETING DATE

March 23, 2021 12:00p.m. – 1:00p.m.

11. ADJOURNMENT

Moved by Trustee Roessingh, Seconded by Trustee Glover

THAT the regular meeting of the board adjourn.

MOTION CARRIED

Meeting adjourned 1:01p.m.