1. Call to Order

2. Territorial Acknowledgement

   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 are hosted.

3. Introductions

4. Consent Agenda
   4.1. Approval of Agenda
   4.2. Approval of Minutes – November 23, 2021 Attachment 4.2
   4.3. Chair and Vice Chair Report Attachment 4.3
   4.4. CEO Report Attachment 4.4
   4.5. Board Liaison Updates Attachment 4.5
       4.5.1. Friends of the Library

5. Chair’s Remarks

6. Business Arising from Previous Meeting
   6.1. 2022 Board Meetings

7. New Business
   7.1. Recognition of Outgoing Trustees

8. In Camera Meeting

9. Next Meeting Date
   January 25, 2022 12:00pm – 1:00pm

10. Adjournment
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 J. Davis
- Trustee K. Harper
- Trustee A. Holthuis (Vice Chair)
- Trustee G. Lemon
- Trustee D. Kobayashi
- Trustee A. MacKinnon (Chair)
- Trustee K. Roessingh
- Trustee M. Sahlstrom
- Trustee K. Santini
- Trustee D. Seaton
- Trustee B. Thompson
- Trustee J. Vermeulen

**Staff**
- M. Sawa, CEO/Board Secretary
- P. McKinnon, Director, Finance & Facilities
- J. Weissl, Director, People & Culture
- E. Gillette, Acting Director, Library Services, Innovation & Delivery
- Daphne Wood, Director, Planning and IT
- F. Ferreira, President CUPE 410
- E. Russell, Recording Secretary

**Regrets:**
- Trustee E. Glover
- Trustee M. Alto

1. **CALL TO ORDER**

   Trustee MacKinnon called the meeting to order at 12:01 pm

2. **TERRITORIAL ACKNOWLEDGEMENT**

   Trustee MacKinnon provided the Indigenous acknowledgement.

3. **INTRODUCTIONS**
4. APPROVAL OF CONSENT AGENDA

Moved by Trustee Harper, Seconded by Trustee Roessingh

That Item 4.1 Approval of the Agenda be removed from the Consent Agenda  
MOTION CARRIED

Moved by Trustee Roessingh, Seconded by Trustee Kobayashi

That Item 7.1.1 be moved to 7.2.1 under Planning and Policy Committee  
7.2.1.1 3.6 Purchasing and Signing Authority  
7.2.1.2 3.10 Travel, Education and Other Allowable expenses  
MOTION CARRIED

Moved by Trustee Roessingh, Seconded by Trustee Lemon

THAT the agenda be approved as amended.  
MOTION CARRIED

Moved by Trustee Roessingh, Seconded by Trustee Begoray

THAT Items 4.2 through 4.5 be approved  
MOTION CARRIED

4.2 Approval of Minutes- October 26, 2021 GVPL Board Meeting  
THAT the minutes of the October 26, 2021 Meeting be approved  
MOTION CARRIED

4.3 Chair Report  
THAT the Chair’s Report be received for information  
MOTION CARRIED

4.4 CEO’s Report  
THAT the CEO’s Report be received for information  
MOTION CARRIED

4.5 Board Liaison Update Report  
THAT the Board Liaison Update Report be received for information  
MOTION CARRIED

Trustees Ranjan and Sahlstrom joined the meeting at 12:07

5. Chair’s Remarks

The Chair noted that he, along with M. Sawa and P. McKinnon, presented the 2022 budget and five-year financial plan to the Committee of the Whole for the City of Victoria on November 18. He also noted that a survey will be sent to all trustees seeking feedback on preferences for board meeting formats (e.g. online, in person, hybrid, etc.) in 2022.
6. BUSINESS ARISING FROM PREVIOUS MEETING
   None

7. COMMITTEE REPORTS

7.1. Finance Committee- Oral Report

Trustee Harper provided an update from the Finance Committee, reporting that the committee met on November 9th to consider approving the expenditure of reserve funds to enable funding of short-term human resourcing (e.g. temporary contract positions) necessary to support the successful implementation of the Board’s 2021-2023 Strategic Bridging Plan.

7.1.1. Recommendation for Approval of Expenditure of Reserve Funds

Trustee Harper presented the Finance Committee’s recommendation which supports the goals of the 2021-2023 Strategic Bridging Plan.

Moved by Trustee Harper, Seconded by Trustee Roessingh

That the Greater Victoria Public Library Board approve these expenditures of reserve funds and surplus from 2021 fiscal year as recommended.

MOTION CARRIED

7.2. Policy and Planning Committee -Oral Report

Trustee Kobayashi provided an update from the Policy and Planning committee advising that the committee met on November 2., 2021 to review updated finance policies. The committee also discussed future business which will include additional reviews of Finance policies, as well as People and Culture Policies.

7.2.1. Finance Policies for Approval

Trustee Kobayashi introduced the two Finance policies for approval highlighting that they were first reviewed by the Finance committee in September before being presented to the Planning and Policy Committee in November.

7.2.1.1. 3.6 Purchasing and Signing Authority
7.2.1.2. 3.10 Travel, Education and Other Allowable expenses

Moved by Trustee Kobayashi, Seconded by Trustee Harper

THAT the GVPL Library Board approved the revised policies 3.6 (Purchasing and Signing Authority) AND 3.10 (Travel, Education and Other Allowable Expenses) as recommended.

MOTION CARRIED
8. **NEW BUSINESS**

8.1. **Board Meeting dates for 2022**

Moved by Trustee Roessingh, Seconded by Trustee Lemon

THAT the 2022 Regular Board Meeting Proposed Dates be approved.  

MOTION CARRIED

9. **In Camera Meeting**

The Board went in-camera at 12:27

D. Kobayashi left the meeting at 12:50

The Board returned from in camera at 12:55.

10. **NEXT MEETING DATE**

December 14, 2021 12:00-1:00

11. **ADJOURNMENT**

Moved by Trustee Seaton, Seconded by Trustee Sahlistron

THAT the November 23, 2021 Regular Board Meeting adjourn

MOTION CARRIED

Meeting Adjourned at 12:56 pm

__________________________  
Committee Chair

__________________________  
Committee Secretary
We have a lot to be proud of this year. 2021 has been an extremely busy, challenging and rewarding year for the GVPL Board of Trustees as COVID-19 continues to impact GVPL services. The development of the 2021-2023 Strategic Bridging Plan and the release of the GVPL Regional Service Delivery Plan were key accomplishments. Over the course of this year, at our regular Board meetings and committee and working group sessions, we set priorities for GVPL to advance community-inspired services, to strengthen a culture of equity, diversity, inclusivity and accessibility and to support inclusive, engaged and informed communities.

As described in recent CEO reports, the GVPL’s service restoration continues to move forward. More and more services have been restored and we are delighted by the progress staff have made to refresh, renew and reimagine library services. GVPL’s ‘Honouring the 215 Children’ campaign https://www.gvpl.ca/215-resources/ is just one example.

This year we have worked to create more efficient and effective board meetings for our trustees, including streamlining agendas to allow for more fulsome discussions of key issues. We feel privileged to work with such a group of engaged Trustees. We would like to express our thanks to all Trustees, with a special note of appreciation to committee Chairs and Vice-Chairs Doug Kobayashi, Andrew Appleton (Planning & Policy) and Karen Harper and Matt Boyd (Finance).

2022 promises to be another active year as we continue to deal with BC’s two pandemics, the implementation of our 2021-2023 Strategic Bridge Plan and related activities, the much-anticipated relocation and opening of the Esquimalt Branch in Esquimalt Town Square and many other service delivery innovations that GVPL hopes to explore.

Our best wishes of the season to you and yours,

Andy and Annemiek
As 2021 draws to a close, I would like to take this opportunity to thank board trustees for your dedication to GVPL. This has been another extraordinary and very busy year for the Board, as we continue to rebuild and rethink the services we deliver. Your ongoing guidance and direction have enabled staff to move forward in meeting the social, cultural, and economic needs of our diverse communities.

Looking ahead to the new year, the Board’s 2021-2023 Strategic Bridging Plan will inspire and guide senior leadership and staff in our efforts to strengthen GVPL’s culture of equity, diversity, inclusivity, and accessibility. All while transforming our digital infrastructure and deepening our understanding of the needs of the communities we serve.

On behalf of the staff of the Greater Victoria Public Library, thank you again for the time and energy you have devoted to the work of the board this past year.

Wishing you health and happiness for the holiday season and in the coming year.

Maureen
4.5.1 Friends of the Library- Kathy Santini

A very generous donation of a George Orwell first edition has just been made to the Friends. The proceeds from its sale will be donated to the GVPL.

The Friends of the Library wish the GVPL board, executive and staff a happy holiday and a safe and healthy New Year.