

MINUTES

LIBRARY BOARD REGULAR MEETING

WEDNESDAY, SEPTEMBER 8, 2021

HELD VIRTUALLY VIA MICROSOFT TEAMS

"The purposes of this (Library Act) are...to encourage the extension and use of public library service throughout British Columbia...to enable the delivery of public service in British Columbia...to support improvements in Public Library service."

TRUSTEES IN ATTENDANCE:

Pat Cochrane, Coldstream	Michael Brooks-Hill, Revelstoke
Caleb Moss, Golden	Louise Wallace Richmond, Salmon Arm
Loyal Wooldridge, Kelowna	Kari Gares, Vernon
Sherry Philpott-Adhikary, Keremeos	Doug Findlater, West Kelowna
Todd McKenzie, Lake Country	Wayne Carson, CORD
Lori Mindnich, Lumby	Jay Simpson, CSRD
David Mattes, Oliver	Amanda Shatzko, NORD
Brian Harvey, Osoyoos	

TRUSTEES ABSENT:

Linda Fisher, Armstrong	Todd York, Spallumcheen
Tundra Baird, Enderby	Erin Carlson, Summerland
Patrick Van Minsel, Peachland	Subrina Monteith, OSRD
George Elliott, Princeton	Christopher Derickson, WFN
Bob Evans, Sicamous	

ADMINISTRATIVE STAFF IN ATTENDANCE:

Don Nettleton, Chief Executive Officer
Jeremy Sundin, Chief Financial Officer
Christine McPhee, Director of Public Services South
Michal Utko, Director of Marketing and Communications
Leah Samson, Administrative Services Manager (Recording Secretary)

GUESTS IN ATTENDANCE:

Rose Jurkic, CUPE President	Ashley Machum, PEA President
Naomi Van Caillie, ORL Community Learning and Assessment Coordinator	

1. CALL TO ORDER / INTRODUCTION OF GUESTS

A majority of all the members of the library board is a quorum.

Quorum was established and the meeting was called to order at 10:19 AM.

2. ADOPTION OF THE AGENDA

MOTION 1

It was moved and seconded

THAT the Agenda be adopted.

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

MOTION 2

It was moved and seconded

THAT the Minutes of the Regular Library Board Meeting held May 19, 2021, be approved as distributed.

CARRIED

4. WEIGHTED VOTE REPORT: September 2021-2022 – Administrative Services Manager Leah Samson

Library Act, Part 3, Voting on Expenditures, Section 23: “(1) on questions involving the expenditure of money (a) each member of the library board has one vote plus one additional vote for each complete 1000 after the first 1000 of the population of the municipality represented by the member or the electoral participating areas of the regional district represented by the member, and (b) a majority of the weighted votes cast decides those questions.”

The ORL receives population figures annually from the BC Libraries Branch and updates the ORL's weighted votes based on these figures. In accordance with Board Policy Section II, the following revised weighted votes will be effective September 2021 through to September 2022:

- a. Kelowna increased by 4, from 144 to 148.
- b. Lumby increased by 1, from 1 to 2.
- c. Princeton increased by 1, from 2 to 3.
- d. Vernon increased by 1, from 43 to 44.
- e. West Kelowna increased by 1, from 35 to 36.

All other votes remain the same.

MOTION 3

It was moved and seconded

THAT the Weighted Vote Report be received for information.

CARRIED

5. FINANCE COMMITTEE REPORT – Chair David Mattes

CFO Jeremy Sundin presented a walkthrough report of key items in the 2022 Budget. Due to population and assessment growth in the ORL region, the additional budget increase of approximately 2% will be covered by new growth so that the per capita costs on average should be the same or moderately less than the current year for most ORL members.

a) 2022 Budget Report (File 100.32) – CFO Jeremy Sundin

MOTION 4

It was moved and seconded

THAT the 2022 Budget be approved with a funding requirement of \$18,777,950 as presented in the Budget Report.

By Weighted Vote

Opposed: None.

CARRIED UNANIMOUSLY BY WEIGHTED VOTE

b) 2022 Library Levy Allocation Spreadsheet

MOTION 5

It was moved and seconded

THAT the Library Levy Allocation Spreadsheet be received and approved as distributed.

CARRIED UNANIMOUSLY

c) Letter to Ministry re BC Assessment Data to the Library District (File 100.34) – CFO Jeremy Sundin

MOTION 6

It was moved and seconded

THAT on behalf of the Library Board of Trustees, the Board Chair be authorized to sign and send the letter regarding assessment data to the Minister of Finance.

CARRIED

6. STAFF REPORTS

a) Library of Things Presentation – Naomi Van Caillie, Community Learning and Assessment Coordinator

The Board viewed a presentation on the new 'Library of Things' Collection, which will include snap circuit kits, birding backpacks, microscopes, and ozobots. More information will follow over the next few weeks as the kits are rolled out to the branches.

b) CEO Report - Don Nettleton

The Board heard a report on recent Library activities, including that:

- the wildfire season and the ongoing pandemic has had significant impact on Library operations and staff;
- Leslie Brecht has been hired as the ORL's new Director of Human Resources;
- in-person programming will increase in many of branches in the fall, though there will be some restrictions in compliance with public health orders'
- the new West Kelowna building and Revelstoke 'RevLab' projects continue to move forward;
- the ORL will close system wide on September 30th in recognition of the first National Day for Truth and Reconciliation;
- the ORL is working to increase its Indigenous materials collection.

A Board member raised discussion around First Nations Land acknowledgements for Library Board meetings. The matter was referred to the Policy and Planning Committee to come back to the Board with recommendations.

The Board reviewed the Operational Plan to May 2022 and discussed timelines around the creation of a new strategic plan. The matter was referred to the Policy and Planning Committee to come back to the Board with recommendations.

MOTION 7

It was moved and seconded

THAT the CEO Report and Operational Plan be received for information.

CARRIED

c) CFO Financial Update Report (File 100.33) - Jeremy Sundin

The Board heard the key financial highlights and results to July 31, 2021, which are generally consistent with expectation and variances explainable, and that there does not appear to be anything that requires specific Board attention at this time.

MOTION 8

It was moved and seconded

*THAT the CFO Financial Update Report to July 31, 2021, be received for information.
CARRIED*

d) Public Services Report - Christine McPhee

The Board heard a report on programming, including that:

- staff had anticipated we would be in Step 4 of the provincial Restart Plan; adjustments are being made, including to fall in-person programming, to ensure compliance with provincial and local public health orders;
- children's programming will be delayed to early October to allow time for staff training and community communication around the provincial vaccine requirements for public libraries;
- public communication updates about vaccine requirements for in-person programming, meeting room bookings, and one on one appointments with staff will be on the ORL's website and social media platforms;
- the programming guides which had been produced over the summer are being updated to reflect the current situation;
- online programming will be maintained;
- the BC Vaccine Card is not required to enter the library, use the space, ask for help from staff at the desks, or borrow library materials.

MOTION 9

It was moved and seconded

*THAT the Public Services Report be received for information.
CARRIED*

7. BOARD CHAIR REPORT – Sherry Philpott-Adhikary

Chair Philpott-Adhikary expressed appreciation for the support of staff, board, and committee members in their efforts regarding the considerable impacts that the wildfires and pandemic have had on our communities.

8. TRUSTEE REPORTS

Opportunity for Board Members to report on library related activities in their area.

Mr. Nettleton encouraged Trustees to campaign for public library funding at the upcoming UBCM Annual Convention.

9. **NEXT MEETING** – Wednesday, November 17, 2021

10. MOTION TO ADJOURN

MOTION 10

It was moved and seconded

THAT the meeting be adjourned.

CARRIED

Adjourned: 11:35 AM.

A handwritten signature in black ink that reads "Sherry Philpott-Adhikary". The signature is written in a cursive style and is positioned above the printed name and approval date.

Board Chair: Sherry Philpott-Adhikary

Approved: 17-Nov-21