

**MINUTES
LIBRARY BOARD REGULAR MEETING
HELD AT 1430 KLO ROAD, KELOWNA, BC
AND VIRTUALLY
WEDNESDAY, MAY 18, 2022**

"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: (v: virtual attendance)

Linda Fisher, Armstrong (v)	Erin Carlson, Summerland
Pat Cochrane, Coldstream	Kari Gares, Vernon (v)
Caleb Moss, Golden (v)	Doug Findlater, West Kelowna
Loyal Wooldridge, Kelowna	Wayne Carson, CORD
Sherry Philpott-Adhikary, Keremeos	Jay Simpson, CSRD (v)
Todd McKenzie, Lake Country (v)	Subrina Monteith, RDOS
Lori Mindnich, Lumby (v)	Amanda Shatzko, NORD (v)
David Mattes, Oliver	Tundra Baird, Enderby (v)
Brian Harvey, Osoyoos (v)	George Elliott, Princeton
Nicole Cherlet, Revelstoke (Alternate)(v)	

TRUSTEES ABSENT:

Patrick Van Minsel, Peachland	Todd York, Spallumcheen
Louise Wallace Richmond, Salmon Arm	Christopher Derickson, WFN
Bob Evans, Sicamous	

ADMINISTRATIVE STAFF IN ATTENDANCE:

Don Nettleton, Chief Executive Officer
Christine McPhee, Director of Public Services (v)
Jeremy Feddersen, Chief Financial Officer
Leslie Brecht, Director of Human Resources
Jeff Campbell, Chief Technology Officer
Michal Utko, Director of Marketing and Communications
Leah Samson, Administrative Services Manager (Recording Secretary)

GUESTS IN ATTENDANCE:

Ashley Machum, PEA President	Markus Schrott, Auditor, BDO Canada
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ESTABLISH QUORUM (*A majority of all the members of the library board is a quorum: 13+*)
Quorum was established with 18 trustees in attendance.

1. CALL TO ORDER / INTRODUCTION OF GUESTS

Chair Sherry Philpott-Adhikary called the meeting to order at 11:15 AM and introduced the guests.

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 draft minutes of the Regular Library Board Meeting held February 16, 2022, be approved.

CARRIED

4. BOARD COMMITTEE REPORTS

4.1. FINANCE COMMITTEE REPORT – Chair Doug Findlater

- a) **Audit Final Report to the Board** - Presented by Markus Schrott, BDO Canada
- b) **2021 Audited Financial Statements** - Presented by Markus Schrott, BDO Canada

Chair Findlater reported that the Auditor had reviewed the draft 2021 audited financial statements with the Finance Committee, and they found no areas of concern. The Committee brought forward a recommendation that the draft statements be presented to the Library Board for approval. Markus Schrott then reviewed the highlights of the audit report.

MOTION #3

IT WAS MOVED AND SECONDED

THAT the Auditor's Report be received for information.

CARRIED UNANIMOUSLY

MOTION #4

IT WAS MOVED AND SECONDED

THAT the draft 2021 Audited Financial Statements be approved as presented.

CARRIED UNANIMOUSLY

- c) **Appoint Auditor for 2022 Audit**

MOTION #5

IT WAS MOVED AND SECONDED

THAT BDO Canada LLP be appointed as auditor for the Okanagan Regional Library 2022 audit.

CARRIED UNANIMOUSLY

d) **Statement of Financial Information (SOFI) Report Year 2021** – CFO Jeremy Feddersen

Jeremy Feddersen reviewed the highlights of the Report and advised that there are no areas of concern for the Board.

MOTION #6

IT WAS MOVED AND SECONDED

THAT the 2021 Statement of Financial Information Report be received for information.

CARRIED

The SOFI Report was reviewed and approved by the Finance Committee earlier this month, and will be sent to the province for filing, together with the approved audited financial statements.

Markus Schrott left the meeting at 11:30 am.

e) **Budget 2023** (for information only) – Chair Doug Findlater
Initial discussion, proposed timeframe, and any input from the Board

The BC government recently announced that it is providing \$8M in pandemic recovery funding for 250 public libraries in the province. The ORL will receive \$172,000, which will be earmarked for special one-time system-wide projects.

The Finance Committee will meet over the coming weeks to review and then present a draft 2023 budget for the Board's consideration on August 31, 2022.

5. ANNUAL REPORT 2021

CEO Don Nettleton reviewed the highlights of the report. The full report will be available on the ORL website www.orl.bc.ca

MOTION #7

IT WAS MOVED AND SECONDED

THAT the draft 2021 Annual Report be approved.

CARRIED

6. STAFF REPORTS

The Public Services Report was moved to the next order of business.

A. PUBLIC SERVICES REPORT – Public Services Director Christine McPhee

Christine McPhee reported on the new children's area in the downtown Kelowna Branch.

MOTION #8

IT WAS MOVED AND SECONDED

THAT the Public Services Report be received for information.

CARRIED

B. CEO REPORT - Don Nettleton

- a) Memo to the Board
- b) Indigenous Engagement and Land Acknowledgement Proposal

Don Nettleton reported on his attendance at the spring Canadian Urban Libraries Council meeting and expressed that the ORL is on track with what other urban libraries are doing regarding things such as virtual programming, reconciliation, and homelessness. He then reviewed the highlights of the Indigenous Consultant's Report and recommended that the ORL engage them to work on the territorial acknowledgement statements.

MOTION #9

IT WAS MOVED AND SECONDED

THAT the ORL engage Syilx Strong Consulting to work on territorial acknowledgement statements for all ORL branches.

Opposed: Oliver

CARRIED

The consultants will be asked to engage with all first nations that the ORL's branches are based in.

MOTION #10

IT WAS MOVED AND SECONDED

THAT the CEO Report be received for information.

CARRIED

C. CFO REPORT: Financial Update to March 31, 2022 - Jeremy Feddersen

Jeremy Feddersen reviewed the highlights of the financial report and advised that there appears to be no areas of concern for the board at this time.

MOTION #11

IT WAS MOVED AND SECONDED

THAT the CFO Report be received for information.

CARRIED

7. BOARD CHAIR REPORT – Sherry Philpott-Adhikary

Chair Philpott-Adhikary expressed that the virtual and in-person hybrid meetings are working well.

8. TRUSTEE REPORTS

Revelstoke Councillor Cherlet reported on the Library's RevLab building expansion project.

9. NEXT MEETING – Wednesday, August 31, 2022

10. ADJOURNMENT

*MOTION #12
IT WAS MOVED AND SECONDED
THAT the meeting be adjourned.
CARRIED*

Adjourned at 12:13 PM

Minutes Approved by the Library Board: August 31, 2022
Board Chair: Sherry Philpott-Adhikary

Sherry Philpott-Adhikary
