

REGULAR MINUTES
OKANAGAN REGIONAL LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING

Date: Wednesday, February 21, 2024

Time: 9:30 AM – 10:30 AM

Location: Boardroom, Library Administration Building, 1430 K.L.O. Road, Kelowna, BC

Trustees:
(In Person)

Neil Todd, Armstrong
Pat Cochrane, Coldstream
David Ramey, Enderby
Loyal Wooldridge, Kelowna (Board Chair)
Tracy Henderson, Keremeos
Lori Mindnich, Lumby (Personnel Chair)
David Mattes, Oliver
Myers Bennett, Osoyoos
Terry Condon, Peachland
Tim Palmer, Revelstoke
Bob Evans, Sicamous
Kari Gares, Vernon (Finance Chair)
Tasha Da Silva, West Kelowna
Jay Simpson, Regional District Columbia Shuswap
Kevin Kraft, Regional District Central Okanagan

(Electronic)

John Manual, Golden
Cara Reed, Lake Country
Sylvia Lindgren, Salmon Arm (Policy & Planning Committee Chair)
Erin Trainer, Summerland
Subrina Monteith, Regional District Okanagan Similkameen
Adrienne Fedrigo, Regional District Okanagan Similkameen (Alternate)
Allysa Hopkins, Regional District North Okanagan
Sara Tronson, Westbank First Nation

Trustees Absent:

George Elliott, Princeton
Todd York, Spallumcheen

Staff:
(In Person)

Danielle Hubbard, Chief Executive Officer
Jeremy Feddersen, Chief Financial Officer
Leslie Brecht, Director of Human Resources
Michal Utko, Director of Marketing and Communications
Leah Samson, Administrative Services Manager (Recording Secretary)

Guests:
(In Person)

Ashley Machum, PEA President, ORL Chapter
Kelly Lynn Ware, CUPE Representative, ORL Chapter
Doctor Robin Williams, Niagara Falls Public Library

1. ROLL CALL / ESTABLISH QUORUM (13+)

Quorum: majority of all members of the board [Library Act, Sec. 20(2)]

Quorum was established with 22 Trustees in attendance.

2. CALL TO ORDER

CEO Danielle Hubbard presided over the meeting until the completion of the elections. She called the meeting to order at 9:31 AM.

3. LAND ACKNOWLEDGMENT

The ORL Headquarters is located on the traditional, ancestral, and unceded tḥxʷúlaʔxʷ (land) of the syilx / Okanagan people who have resided here since time immemorial. We recognize, honour, and respect the syilx / Okanagan lands upon which we live, work, and play.

4. ADOPTION OF THE AGENDA

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A /Community Charter C. 26, s.123)

IT WAS MOVED AND SECONDED

THAT the February 21, 2024 Library Board meeting agenda be adopted.

CARRIED

5. ADOPTION OF PREVIOUS MINUTES

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A /Community Charter C.26, s.123)

IT WAS MOVED AND SECONDED

THAT the November 15, 2023 Library Board meeting minutes be adopted.

CARRIED

6. ANNUAL ELECTIONS AND APPOINTMENTS

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A /Community Charter C.26, s.123)

6.1. Board Nominations Committee Report

Keremeos Trustee Tracy Henderson presented the report from the Nominations Committee.

IT WAS MOVED AND SECONDED

THAT the report from the Nominations Committee dated February 21, 2024, be received for information.

CARRIED

6.2. Election of Library Board Chair and Vice Chair

(Library Act Part 3 Section 19 (1))

a) Elect Board Chair

Nominations were called from the floor.

IT WAS MOVED AND SECONDED

THAT Kelowna Trustee Loyal Wooldridge be re-elected as Board Chair by acclamation for a second term.

CARRIED

b) Elect Board Vice Chair

Nominations were called from the floor. Lumby Trustee Lori Mindnich withdrew her name from consideration. Vernon Trustee Kari Gares and West Kelowna Trustee Tasha Da Silva were nominated, and an anonymous vote was conducted.

IT WAS MOVED AND SECONDED

THAT West Kelowna Trustee Tasha Da Silva be elected by majority vote for a first term.

CARRIED

IT WAS MOVED AND SECONDED

THAT the election ballots be destroyed.

CARRIED

6.3. Election of Library Board Officers – Newly Elected Board Chair

(ORL Board Policy Section II: Board Organization and Structure)

a) Elect Finance Committee Chair

IT WAS MOVED AND SECONDED

THAT Vernon Trustee Kari Gares be re-elected as Finance Committee Chair by acclamation for a second term.

CARRIED

b) Elect Personnel Committee Chair

IT WAS MOVED AND SECONDED

THAT Lumby Trustee Lori Mindnich be re-elected as Personnel Committee Chair by acclamation for a second term.

CARRIED

c) Elect Policy and Planning Committee Chair

Lumby Trustee Lori Mindnich withdrew her name for consideration.

IT WAS MOVED AND SECONDED

THAT Salmon Arm Trustee Sylvia Lindgren be re-elected as Policy and Planning Committee Chair by acclamation for a second term.

CARRIED

Newly elected Board Chair Loyal Wooldridge presided over the remainder of the meeting.

6.4. Appoint Signing Officers

(ORL Board Policy Section II: Board Organization and Structure)

IT WAS MOVED AND SECONDED

THAT the following positions be appointed as the ORL Signing Officers for 2024:

- a) Board Chair
- b) Board Finance Committee Chair
- c) ORL Chief Executive Officer/Secretary to the Board
- d) ORL Chief Financial Officer
- e) ORL Director of Public Services, North
- f) ORL Director of Public Services, South
- g) ORL Director of Human Resources

CARRIED

Chair Wooldridge introduced the guests, and introduced Jay Simpson as the newly appointed trustee for the Columbia Shuswap Regional District.

7. STAFF REPORTS

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A /Community Charter C.26, s.123)

7.1. CEO REPORT – Danielle Hubbard

In her Report, CEO Danielle Hubbard confirmed the upcoming staff SOGI training dates and extended an invitation to Board members to attend. She and Personnel Chair Lori Mindnich will further discuss the possibility of offering workshops specifically tailored for the Board.

IT WAS MOVED AND SECONDED

THAT the Report from the CEO dated February 21, 2024 be received for information.

CARRIED

IT WAS MOVED AND SECONDED

THAT the 2023 Public Library Grant Report be approved as set out in the Report from the CEO dated February 21, 2024, and that the Grant Report be submitted to the province.

CARRIED

7.2. CFO REPORT: Financial Update to November 30, 2023 – Jeremy Feddersen

Jeremy Feddersen provided a financial update to November 30, 2023. He advised that the ORL is in a healthy financial position, with no immediate actions required from the Board at this time.

IT WAS MOVED AND SECONDED

THAT the Report from the CFO dated February 21, 2024 be received for information.

CARRIED

8. STRATEGIC PLANNING REPORT – CEO Danielle Hubbard

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A /Community Charter C.26, s.123)

The Board viewed a Strategic Plan PowerPoint presentation based on the brochure distributed during the meeting. Danielle Hubbard informed the Board that senior management will develop an operational plan, which will be presented alongside the Strategic Plan to staff at the March 11, 2024 ORL Branch Leaders meeting.

Danielle will present the operational plan at the May 15, 2024 Board Meeting, and progress reports will be included in her CEO Reports to the Board. The Senior Management Team will annually assess and prioritize goals.

Acknowledgments were extended to all involved, including facilitator CheeYing Ho, the Strategic Planning Committee, and staff, with special thanks to Michal Utko.

During the discussion of the documents and artwork, several Board Members expressed discomfort with the language "hanging out" in the vision statement, suggesting it be replaced with "exploring". Although there were varying opinions on the artwork, there was a general agreement to showcase more diversity. Marketing Director Michal Utko advised that there is flexibility with the graphics. It was decided to refer the promotional materials to the Strategic Planning Committee for resolution.

There was also a discussion regarding Truth and Reconciliation, with a suggestion that staff bring forward their recommendations to a future Board Meeting.

IT WAS MOVED AND SECONDED

THAT the ORL Strategic Plan Framework 2024 – 2029, be approved as set out in the Report from the CEO on behalf of the Strategic Planning Committee, dated February 21, 2024, with the amendment to replace "hanging out" with "exploring" in the vision statement.

CARRIED

IT WAS MOVED AND SECONDED

THAT the ORL Strategic & Operational Plan: Implementation Schedule be approved as set out in the Report dated February 21, 2024.

CARRIED

IT WAS MOVED AND SECONDED

That Lumby Trustee Lori Mindnich be appointed Chair of the Strategic Planning Committee.

CARRIED

9. CORRESPONDENCE TO THE BOARD

9.1. BDO Canada: Audit Planning Communication, dated February 7, 2024

IT WAS MOVED AND SECONDED

THAT the correspondence from BDO Canada dated February 7, 2024, be received for information.

CARRIED

10. TRUSTEE REPORTS

None.

11. NEW BUSINESS

None.

12. NEXT BOARD MEETING DATES

- a) Wednesday, May 15, 2024
- b) Wednesday, September 11, 2024
- c) Wednesday November 20, 2024

13. MOTION TO ADJOURN

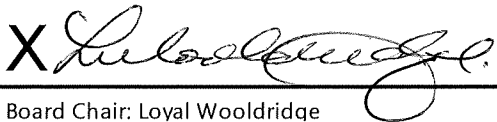
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A / Community Charter C.26, s.123)

IT WAS MOVED AND SECONDED

THAT the Regular Library Board meeting be adjourned.

CARRIED

Adjourned at 11:01 AM.



Board Chair: Loyal Wooldridge
Approved & Signed: May 15, 2024