

Approved: May 17, 2017

**OKANAGAN REGIONAL LIBRARY  
MINUTES OF THE MEETING OF THE BOARD  
HELD AT 1380 ELLIS STREET, KELOWNA, BC  
WEDNESDAY, FEBRUARY 15, 2017**

*"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."*

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**MEMBERS PRESENT:**

Linda Werner, Armstrong  
Gyula Kiss, Coldstream  
Tundra Baird, Enderby  
Sherry Philpott-Adhikary, Keremeos  
Nick Hodge, Lumby  
Maureen Doerr, Oliver  
Carol Youngberg, Osoyoos  
Mario Vucinovic, Peachland  
Tim Lavery, Salmon Arm

Janna Simons, Sicamous  
Christine Fraser, Spallumcheen (Alt)  
Erin Carlson, Summerland  
Catherine Lord, Vernon  
Carol Zanon, West Kelowna (Alt)  
Larry Morgan, CSRD  
Hank Cameron, NORD  
Karla Kozakevich, OSRD  
Wayne Carson, CORD

**MEMBERS ABSENT:**

Caleb Moss, Golden  
Tracy Gray, Kelowna  
Owen Dickie, Lake Country

Rosemary Doughty, Princeton  
Linda Nixon, Revelstoke  
Roxanne Lindley, WFN

**STAFF PRESENT:**

Stephanie Hall, CEO/Secretary to the Board  
Don Nettleton, Chief Financial Officer  
Georgia McKay, Public Services Manager – Customer Experience  
Carla Phillips, Director of Human Resources  
Jeff Campbell, Chief Technology Officer  
Leah Samson, Administrative Services Manager/Recording Secretary  
Michal Utko, Marketing & Communications Manager

**AND:**

Christine McPhee, Kelowna Branch Head, PEA Representative  
Rose Jurkic, ORL, CUPE Representative  
Ken Carmichael, BDO Canada

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**CALL TO ORDER**

The meeting was called to order at 9:35 AM. Quorum was established.



### **3. ELECTION OF BOARD OFFICERS**

#### Summary of Elected Positions and Time Commitments

##### **3.1. Nominations Committee Report**

##### **3.2. Elections**

- a) Board Chair
- b) Board Vice Chair
- c) Finance Committee Chair
- d) Personnel Committee Chair
- e) Policy & Planning Committee Chair

CEO Stephanie Hall conducted the elections, and announced the following nominations:

##### Chair:

Catherine Lord, Vernon (by the Nominations Committee)

There being no other nominations, Catherine Lord was elected by acclamation.

##### Vice-Chair:

Karla Kozakevich, RDOS (by the Nominations Committee)

There being no other nominations, Karla Kozakevich was elected by acclamation.

##### Finance Chair:

Bryden Winsby, West Kelowna (by the Nominations Committee)

There being no other nominations, Bryden Winsby was elected by acclamation.

##### Personnel Chair:

Sherry Philpott-Adhikary, Keremeos (by the Nominations Committee)

There being no other nominations, Sherry Philpott-Adhikary was elected by acclamation.

##### Policy & Planning Chair:

Karla Kozakevich, RDOS (by the Nominations Committee)

There being no other nominations, Karla Kozakevich was elected by acclamation.

The meeting was turned over to newly elected Chair Catherine Lord.

### **4. APPOINT BC LIBRARY TRUSTEES' ASSOCIATION LIAISON**

Erin Carlson was appointed BCLTA Liaison for a second term.

## 5. APPOINT SIGNING OFFICERS

*MOTION 3*

*16/02/2017*

*Moved by Christine Fraser, seconded by Carol Zanon,*

*THAT the following be appointed as ORL signing officers for 2017:*

- |                               |                |
|-------------------------------|----------------|
| - Board Chair                 | Catherine Lord |
| - Finance Committee Chair     | Bryden Winsby  |
| - Secretary to the Board      | Stephanie Hall |
| - Chief Financial Officer     | Don Nettleton  |
| - Public Services Manager     | Georgia McKay  |
| - Public Services Manager     | Monica Gaucher |
| - Director of Human Resources | Carla Phillips |

*CARRIED*

## 6. FINANCE COMMITTEE REPORT

### 6.1. BDO Dunwoody, Auditor Presentation – Ken Carmichael

#### Planning Letter to the Board

Item 6.1 'Auditor Presentation' was deferred to later in the meeting. Item 6.2 'Internal Financial Statements' and Item 7 'CEO Report' were moved to the next order of business.

### 6.2. Memo & Internal Financial Statements to November 30, 2016 – CFO Don Nettleton

The financial statements were distributed. Don Nettleton reported that results continue to come in close to budget overall and he did not anticipate any material items of concern for 2016.

*MOTION 4*

*15/02/2017*

*Moved by Maureen Doerr, seconded by Carol Youngberg,*

*THAT the internal financial statements to November 30, 2016 be received for information.*

*CARRIED*

## 7. CEO REPORT – CEO Stephanie Hall

A written report was provided with a verbal supplement.

*MOTION 5*

*15/02/2017*

*Moved by Larry Morgan, seconded by Carol Youngberg,*

*THAT the CEO Report be received for information.*

*CARRIED*



West Kelowna Councillor Carol Zanon reported that Council will hold their annual budget open house this afternoon in the ORL's Westbank Branch.

The meeting adjourned at 11:00 AM.

Approved & Signed: May 17, 2017