

# NOTICE OF MEETING

Okanagan Regional Library Board  
will meet  
Wednesday, September 20, 2017

Library Headquarters  
1430 K.L.O Road, Kelowna  
BoardRoom

**In-Camera Meeting**  
**9:30 AM – 10:45 AM**

**Regular Meeting**  
**11:00 AM – 12:15 PM**





## AGENDA

OKANAGAN REGIONAL LIBRARY BOARD  
REGULAR MEETING  
LIBRARY HEADQUARTERS BOARDROOM  
1430 K.L.O. ROAD, KELOWNA, BC  
WEDNESDAY, SEPTMEBER 20, 2017 | 11:00 AM

---

"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."

---

### CALL TO ORDER

11:00 AM

#### 1. AGENDA REVIEW | LATE ITEMS

11:00 – 11:02 AM

*MOTION:*

*THAT the agenda be adopted.*

#### 2. ADOPTION OF PREVIOUS MINUTES – May 17, 2017 (attached) Pg. 3 - 9

11:02 – 11:03 AM

*MOTION:*

*THAT the minutes of the regular Board meeting held May 17, 2017 be adopted.*

#### 3. FINANCE COMMITTEE REPORT – Chair Bryden Winsby

##### 3.1. 2018 Draft Budget Presentation

11:03 – 11:20 AM

- a) **PowerPoint: ORL Budget 2018** (attached) Pg. 11 - 16
- b) **Draft 2018 Member Assessment Levy Spreadsheet** (attached) Pg. 17
- c) **Draft Working Reserve Spending Plan** (attached) Pg. 19

*MOTIONS FROM THE FINANCE COMMITTEE:*

*To recommend approval of the 2018 Draft Budget with an overall net increase of 2.15%, for an annual operating fund expenditure of \$19,071,253.*

*By weighted vote.*

*To recommend approval of the Working Reserve Spending Plan Summary as presented.*

*By weighted vote.*

*To recommend approval of the 2018 Member Assessment Levy Spreadsheet.*

*By weighted vote.*

#### **4. STAFF REPORTS**

##### **4.1. CEO Report – Stephanie Hall**

11:20 – 11:30 AM

##### **4.2. Marketing & Communications – Michal Utko**

11:30 – 11:55 AM

- a) Brand Concept Presentation (11:30 – 11:40 AM)
- b) Discussion (11:40 – 11:55 AM)

#### **5. CHAIR REPORT – Catherine Lord**

11:55 – 12:05 PM

UBCM Resolution: Restoration of Previous Provincial Funding Levels for Public Libraries (Powell River City)

- a) **Memo from S. Hall, dated Sept. 14, 2017** (attached) Pg. 21 - 23
- b) **Support for Resolutions** (attached) Pg. 25 - 26
- c) **Draft Letter to Education Minister Fleming** (attached) Pg. 27 - 28

#### **6. TRUSTEE REPORTS**

12:05 – 12:10 PM

Board members will sometimes report on branch visits or library related events in their community

#### **7. NEW BUSINESS**

#### **8. NEXT MEETING**

Wednesday, November 15, 2017

#### **9. MOTION TO ADJOURN**

*Note: These Minutes Have Not Yet  
Been Adopted by the Library Board*

**OKANAGAN REGIONAL LIBRARY**

**DRAFT**

**MINUTES OF THE REGULAR MEETING OF THE BOARD  
HELD AT ORL HEADQUARTERS  
1430 KLO ROAD, KELOWNA, BC  
WEDNESDAY, MAY 17, 2017  
10:00 AM**

---

“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.”

---

**MEMBERS PRESENT:**

Linda Werner, Armstrong  
Gyula Kiss, Coldstream  
Tundra Baird, Enderby  
Tracy Gray, Kelowna  
Sherry Philpott-Adhikary, Keremeos  
Maureen Doerr, Oliver  
Carol Youngberg, Osoyoos  
Rosemary Doughty, Princeton  
Linda Nixon, Revelstoke

Tim Lavery, Salmon Arm  
Andrew Casson, Spallumcheen  
Erin Carlson, Summerland  
Catherine Lord, Vernon  
Bryden Winsby, West Kelowna  
Larry Morgan, CSRD  
Hank Cameron, NORD  
Karla Kozakevich, OSRD  
Wayne Carson, CORD

**MEMBERS ABSENT:**

Caleb Moss, Golden  
Vacant, Lake Country  
Nick Hodge, Lumby

Janna Simons, Sicamous  
Roxanne Lindley, WFN

**STAFF PRESENT:**

Stephanie Hall, CEO/Secretary to the Board  
Don Nettleton, Chief Financial Officer  
Georgia McKay, Public Services Manager, South  
Monica Gaucher, Public Services Manager, North  
Jeff Campbell, Chief Technology Officer  
Michal Utko, Marketing & Communications Manager  
Leah Samson, Administrative Services Manager/Recording Secretary

**AND:**

Mayor Cindy Fortin, District of Peachland  
Tara Thompson, PEA Representative

---

**1. CALL TO ORDER**

The meeting was called to order at 10:00 AM.

## **2. ADOPTION OF AGENDA**

Revisions: Item 6.3 “Brand Concept Review” was removed and replaced with “BCLTA Report”.

*MOTION 1                      17/05/2017*  
*Moved by Maureen Doerr, seconded by Wayne Carson,*  
*THAT the agenda be adopted as amended.*  
*CARRIED*

## **3. ADOPTION OF PREVIOUS MINUTES – February 15, 2017**

*MOTION 2                      17/05/2017*  
*Moved by Wayne Carson, seconded by Linda Nixon,*  
*THAT the Minutes of the Regular Board Meeting held February 15, 2017 be*  
*adopted.*  
*CARRIED*

## **4. FINANCE COMMITTEE REPORT – Chair Bryden Winsby**

### **4.1. Audited Financial Statements for 2016**

- a) Auditor’s Final Report to the Board
- b) 2016 Audited Financial Statements

On May 3, 2017, the Finance Committee had reviewed the 2016 auditor’s report and audited financial statements in detail, and made a recommendation to present them to the Board for approval. Ken Carmichael from BDO Canada was introduced and presented an overview of the audit. He reported that revenues and expenses were generally stable and consistent with previous years, with no significant areas of concern.

*MOTION 3                      17/05/2017*  
*Moved by Bryden Winsby, seconded by Karla Kozakevich,*  
*THAT the Auditor’s Report be received for information.*  
*CARRIED*

*MOTION 4                      17/05/2017*  
*Moved by Karla Kozakevich, seconded by Andrew Casson,*  
*THAT the 2016 Audited Financial Statements be approved as presented.*  
*CARRIED*

c) 2016 Statement of Financial Information (SOFI)

*MOTION 5                      17/05/2017*

*Moved by Bryden Winsby, seconded by Sherry Philpott-Adhikary,  
THAT the 2016 Statement of Financial Information report be approved  
as presented.*

*CARRIED*

The approved 2016 audited financial statements will be added to the SOFI report and the full report will be submitted to the Libraries Branch at the Ministry of Education.

**4.2. Appoint Auditor for 2017 Audit**

*MOTION 6                      17/05/2017*

*Moved by Bryden Winsby, seconded by Karla Kozakevich,  
THAT BDO Canada be appointed as auditor for the 2017 ORL audit.*

*CARRIED*

**4.3. Internal Financial Statements to March 31, 2017 – CFO D. Nettleton**

Don Nettleton reported that the ORL is operating close to budget and there are no areas of concern at this time.

**5. POLICY AND PLANNING COMMITTEE REPORT – Chair Karla Kozakevich**

a) Policy Section III: Library Membership, B. Membership Junior: BC School Child Program

Director Kozakevich reported on her discussion with RDOS Electoral 'H' (Princeton rural) Director Bob Coyne about the discontinuance of the program due to provincial funding cuts.

*MOTION 7                      17/05/2017*

*Moved by Larry Morgan, seconded by Tim Lavery,  
THAT the following sentence be removed from Policy Section III: "Under the BC Schoolchild library card program, children living in Area 'H' of the Okanagan Similkameen Regional District are issued cards that expire 1 year from date of issue."*

*CARRIED*

- b) Policy Section III: Library Membership, C. Late Fees and Other Charges

MOTION 8 17/05/2017

Moved by Sherry Philpott-Adhikary, seconded by Carol Youngberg,  
THAT the following sentence be removed from Policy Section III:  
“Materials may be faxed or scanned upon request, to a customer’s home  
or business for the following charges: \$2 for the first page and \$1 for each  
additional page for either local or long-distance requests.”

- c) Policy Section IX: Gifts and Donor Recognition. C. Definitions -  
Proposed New Sponsorship and Partnership Policy

MOTION 9 17/05/2017

Moved by Tundra Baird, seconded by Maureen Doerr,  
THAT the draft sponsorship and partnership policy be approved and  
added to Policy Section IX.  
CARRIED

- d) Policy Section II: Board Organization and Structure, A. Meetings

MOTION 10 17/05/2017

Moved by Rosemary Doughty, seconded by Tundra Baird,  
THAT the following language be added to Policy Section II:  
“In general, Board members are permitted to share in-camera items with  
their own councils in-camera where relevant. If an item is not to be shared  
in this way, a formal motion will be required.”  
CARRIED

## 6. STAFF REPORTS

### 6.1. CEO Report – Stephanie Hall

#### a) Branch Updates

Keremeos Branch & Letter from RDOS re Funding, dated April 13,  
2107

A \$9000 funding reduction will result in a staffing hour reduction from 60.5 to 53.5 per week. Some additional staffing will be provided during the busy summer season and, based on public feedback, open hours will remain unchanged.

#### Peachland Branch

Due to an incident on April 5 that caused substantial damage to the building, the branch and book drops remain temporarily closed for repairs. Late fees are being waived and requested items are being sent to the Westbank branch. A follow up press release will be issued.



### Silver Creek Branch

Discussion was held in-camera and brought out to the open meeting.

A community survey conducted in February and March indicated a strong support for having a local branch. School District #83 is prepared to continue maintaining and leasing the building to the ORL, though Interior Health Authority has issued a water quality advisory and has asked the school district to address the issues in order to allow the building to remain open.

In accordance with the ORL's FAMA model, (Financial Allocation Model Analysis), the branch is slightly overserved and currently slated for a reduction in staff hours. Numbers will be reviewed over the summer and targets will be revisited, followed by discussions with local government and a community consultation. These processes are similar to those the ORL has followed in other communities.

The meeting recessed at 10:38 AM

The meeting re-opened at 10:52 AM

### **b) Strategic Planning / 2017 Operational Plan**

At the November meeting, the Board signalled that the second strategic direction in our strategic plan "Our library is an integral part of life in our diverse communities", will be the priority in 2017.

Staff shared an operational plan draft document entitled 'Working Priorities', and the Board were invited to comment. If there are no changes received within a week after the meeting, the Working Priorities document will be finalized and shared on the ORL's website.

### **c) 2016 Annual Report**

The draft report was distributed and reviewed by the Board.

*MOTION 11                      17/05/2017  
Moved by Andrew Casson, seconded by Bryden Winsby,  
THAT the 2016 Annual Report be approved as presented.  
CARRIED*

The Report will be available on the ORL's website:

<http://www.orl.bc.ca/about-us/policies-and-reports/annual-reports>

## 6.2. Public Services

### Access Card Pilot Project, Evaluation – M. Gaucher & T. Thompson

The project began April 2016 and as of April 15, 2017, 42 cards have been registered in Kelowna, Mission, Rutland, Salmon Arm and Westbank branches. Staff requested approval to extend and expand the project to other pilot locations as determined by staff.

*MOTION 12            17/05/2017  
Moved by Linda Nixon, seconded by Carol Youngberg,  
THAT the Access Card Pilot Project be extended for one year and  
expanded out to other pilot locations.  
CARRIED*

Staff will report back in May 2018.

## 6.3. BC Library Trustees' Association (BCLTA) Report – Erin Carlson

Councillor Carlson presented an update on the activities of the BCLTA, which supports and represents BC public library trustees in advancing public libraries. She also reported on the highlights from the annual conference held in April.

*MOTION 13            17/05/2017  
Moved by Tim Lavery, seconded by Karla Kozakevich,  
THAT the BCLTA Report be received for information.  
CARRIED*

## 7. CHAIR REPORT – Catherine Lord

At the BCLTA conference, Catherine Lord and Stephanie Hall participated in a panel discussion on the trends, challenges and opportunities of public libraries, and on “what is happening today that will have the greatest influence on the library board of tomorrow”.

### Funding for BC Public Libraries

- a) Letter from Minister Mike Bernier re public library funding, dated March 9, 2017
- b) Letter from District of Peachland re support for ORL, dated February 28, 2017

Councillor Lord thanked the Board for their continued efforts in contacting their local MLA's to express support for BC public library funding.

## **8. TRUSTEE REPORTS**

Board members will sometimes report on branch visits or library related events in their community

Councillor Andrew Casson reported on the success of the Armstrong Branch grand opening celebration held in April. He thanked the Board for their support.

## **9. NEW BUSINESS**

None.

## **10. ADJOURNMENT**

*MOTION 14                      17/05/2017  
Moved by Carol Youngberg, seconded by Sherry Philpott-Adhikary,  
THAT the meeting be adjourned.  
CARRIED*

The meeting adjourned at 11:47 AM.



# ORL Budget 2018

As recommended by Finance Committee and ORL Management

# Goals of Finance Committee

- Continue to keep overall budget change affordable consistent with cost of living
- Focus any budget changes on Strategic Items as outlined in Strategic Plan
- Maintain critical existing core services

# Result

▶ Proposed Changes to operating budget total 2.15% - composed of

1. Inflation of existing operations totalling 1.91% made up of:

▶ Wages, benefits, rent and buildings	\$286,159	1.53%
▶ Library Books and materials inflation incr 2%	48,737	.26%
▶ Other accts necessary inflation	<u>\$ 21,910</u>	<u>.12%</u>
▶ Total of above	<b>\$356,806</b>	<b>1.91%</b>

2. Other additions to budget for 2018(next slide) \$ 44,500 0.24%

## 2. Other Additions to budget .24%

▶ In addition to inflation the proposed 2018 funding goes to:		
▶ Additional Branch security budget increase	\$20K	0.11%
▶ On-line e-payment software costs	\$12 K	0.06%
▶ Additional tech assistants	\$10 K	0.06%
▶ Additional outreach hours KL, VE, SA	<u>\$ 2.5K</u>	<u>0.01%</u>
▶ Total of the above	\$44.5K	0.24%



# Other Recommendations of Finance

- ▶ Recommended that the Board initiate a full FAMA review in late 2019/2020
- ▶ Supported additional one time initiatives to be drawn from reserve funds (\$94K total) to complete
  - ▶ Branch space planning and branch strategic planning (hub model),
  - ▶ AED annual maintenance costs,
  - ▶ initial set up costs of e-payment, intranet, and online room booking software
  - ▶ security hardware for one branch,
  - ▶ additional self checkout licenses

# Questions and Comments

- ▶ Following questions and comments, does the Board wish to approve the proposed budget at this September meeting or do they wish to put off the approval vote to the November meeting?

DRAFT Member Assessment Levy Spreadsheet  
 OKANAGAN REGIONAL LIBRARY  
 Year 2018 Draft Budget Levy

Municipalities	Provincially supplied formula input factors which determine percentage of ORL budget paid				"C"			"D"			2 FACTORS AFFECTING LEVY CHANGE		"E"=(D/A)	
	"A"		"B"		"C"		"D"		"2018-2017"		"E"=(D/A)		"E"=(D/A)	
	POPULATION	CONVERTED VALUE OF LAND	APPORTIONMENT PER \$100	Change	approved	LEVY	Total	Change due	change due	PER CAPITA				
2018	2017	2018	2017	OF SHARED COSTS	per \$100 of	Difference	due	to 2018 budget	LEVY	in levy	apportionment	increase	2018	2017
				2018	shared costs		2018	2017			formula			
Armstrong	5,114	4,951	\$79,541,001	\$75,773,250	1.089	1.087	0.002	\$184,237	\$179,461	\$ 4,776	\$404	\$4,372	\$36.03	\$36.25
Coldstream	10,648	10,821	\$233,614,116	\$218,963,456	2.616	2.673	-0.057	\$442,409	\$441,363	\$ 1,046	(\$9,453)	\$10,499	\$41.55	\$40.79
Enderby	2,964	2,840	\$41,324,569	\$38,764,073	0.607	0.597	0.010	\$102,651	\$98,614	\$ 4,037	\$1,601	\$2,436	\$34.63	\$34.72
Golden + E.Area A	6,856	7,005	\$173,497,029	\$172,177,642	1.802	1.900	-0.098	\$304,814	\$313,740	\$ (8,926)	(\$16,159)	\$7,233	\$44.46	\$44.79
Kelowna	129,044	126,295	\$3,810,404,787	\$3,423,293,227	36.712	36.041	0.671	\$6,208,386	\$5,950,303	\$ 258,083	\$110,754	\$147,328	\$48.11	\$47.11
Keremeos	1,502	1,431	\$22,690,373	\$21,570,371	0.317	0.312	0.004	\$53,531	\$51,566	\$ 1,965	\$695	\$1,270	\$35.64	\$36.03
Lake Country	12,922	14,035	\$365,242,875	\$317,058,176	3.593	3.652	-0.059	\$607,575	\$602,897	\$ 4,678	(\$9,741)	\$14,418	\$47.02	\$42.96
Lumby	1,833	1,753	\$29,586,248	\$28,387,670	0.396	0.394	0.002	\$66,967	\$64,977	\$ 1,990	\$400	\$1,589	\$36.53	\$37.07
Oliver	4,928	4,597	\$91,849,383	\$86,902,777	1.128	1.102	0.026	\$190,682	\$181,867	\$ 8,815	\$4,290	\$4,525	\$38.69	\$39.56
Osoyoos	5,085	4,796	\$163,944,642	\$155,645,785	1.517	1.512	0.005	\$256,572	\$249,578	\$ 6,994	\$906	\$6,089	\$50.46	\$52.04
Peachland	5,428	5,013	\$148,793,693	\$134,880,887	1.486	1.425	0.060	\$251,213	\$235,264	\$ 15,949	\$9,988	\$5,961	\$46.28	\$46.93
Princeton	2,828	2,729	\$62,954,313	\$62,485,455	0.699	0.715	-0.015	\$118,285	\$117,999	\$ 286	(\$2,520)	\$2,807	\$41.83	\$43.24
Revelstoke	7,547	7,192	\$174,280,698	\$166,530,427	1.899	1.894	0.005	\$321,092	\$312,683	\$ 8,409	\$790	\$7,620	\$42.55	\$43.48
Salmon Arm	17,706	17,185	\$362,023,365	\$338,714,359	4.215	4.195	0.020	\$712,793	\$692,625	\$ 20,168	\$3,253	\$16,915	\$40.26	\$40.30
Sicamous	2,429	2,443	\$79,862,014	\$76,965,067	0.733	0.757	-0.024	\$123,899	\$124,996	\$ (1,097)	(\$4,037)	\$2,940	\$51.01	\$51.16
Spallumcheen	5,106	5,207	\$101,452,528	\$96,870,310	1.200	1.239	-0.039	\$203,005	\$204,560	\$ (1,555)	(\$6,373)	\$4,817	\$39.76	\$39.29
Summerland	11,615	11,267	\$265,351,078	\$238,123,970	2.907	2.840	0.067	\$491,685	\$468,888	\$ 22,797	\$11,129	\$11,668	\$42.33	\$41.62
Vernon	40,116	40,497	\$959,672,393	\$898,079,085	10.263	10.443	-0.181	\$1,735,544	\$1,724,175	\$ 11,369	(\$29,816)	\$41,185	\$43.26	\$42.58
West Kelowna	32,655	34,484	\$848,525,891	\$770,917,217	8.698	8.927	-0.229	\$1,470,990	\$1,473,864	\$ (2,874)	(\$37,782)	\$34,907	\$45.05	\$42.74
<b>Municipal Totals</b>	<b>306,326</b>	<b>304,541</b>	<b>\$8,014,610,996</b>	<b>\$7,322,103,204</b>	<b>81.878</b>	81.706	0.172	\$ 13,846,328	\$ 13,489,420	\$ 356,908	\$28,328	\$328,581	\$45.20	\$44.29
<b>Regional Districts</b>														
CORD I,J	5,805	6,243	\$200,515,559	\$180,624,771	1.800	1.845	-0.045	\$304,452	\$304,637	\$ (185)	(\$7,410)	\$7,225	\$52.45	\$48.80
CSR D B,C,D,E,F	16,316	16,982	\$520,908,665	\$492,186,479	4.842	5.024	-0.182	\$818,812	\$829,452	\$ (10,640)	(\$30,071)	\$19,431	\$50.18	\$48.84
RDNO B,C,D,E,F	18,573	18,517	\$356,849,390	\$333,484,901	4.304	4.345	-0.041	\$727,892	\$717,319	\$ 10,573	(\$6,700)	\$17,273	\$39.19	\$38.74
OSRD A,B,C,D,E,F,G	18,489	18,639	\$463,957,202	\$429,110,760	4.841	4.895	-0.054	\$818,619	\$808,079	\$ 10,540	(\$8,886)	\$19,426	\$44.28	\$43.35
<b>Reg Dist. Totals</b>	<b>59,183</b>	<b>60,381</b>	<b>\$1,542,230,816</b>	<b>\$1,435,406,911</b>	<b>15.787</b>	16.109	-0.321	\$2,669,774	\$2,659,487	\$ 10,287	(\$53,068)	\$63,355	\$45.11	\$44.05
										\$ -				
Westbank Band	9,028	7,684	220,864,296	\$206,839,762	2.335	2.185	0.150	\$394,811	\$ 360,701	\$ 34,110	\$24,740	\$9,369	\$43.73	\$46.94
<b>Reg. Libr Total</b>	<b>374,537</b>	<b>372,606</b>	<b>\$9,777,706,108</b>	<b>\$8,964,349,877</b>	<b>100.00</b>	<b>100.00</b>	0.000	\$16,910,913	\$16,509,608	\$ 401,305	\$0	\$401,305	\$45.15	\$44.31
shared amount								<b>16,910,913</b>						



**Working Reserve Spending Plan Change Summaries**

2016 Renamed Reserves	IT Working replacement reserve	ILS Replacement reserve	Branch furnishing reserve	ORL Vehicle replacement reserve	Non ORL owned bldg maintenance	Strategic Initiatives	Capital Building project reserve	staff appreciation	ORL owned bldg maint	Staff Development reserve	Rent stabilization reserve
<b>Actual Balance Dec 2016</b>	\$ 216,288	\$ 170,221	\$ 299,186	\$ 50,510	\$ 141,960	\$ 197,934	\$ 517,553	\$ 4,882	\$ 260,000	\$ 66,320	\$ 82,729
<b>Year 2017</b>											
other sources of funding	\$ 126,850	\$ -	\$ 145,000	\$ 12,500	\$ 25,000	\$ 2,000	\$ 114,000	\$ 1,500	\$ 60,000		
total anticipated expenditures	-\$ 140,000	\$ -	-200000	-20000	-\$ 140,000	-\$ 25,000	-\$ 500,000		-\$ 50,000	-35000	
est balance Dec 2017	\$ 203,138	\$ 170,221	\$ 244,186	\$ 43,010	\$ 26,960	\$ 174,934	\$ 131,553	\$ 6,382	\$ 270,000	\$ 31,320	\$ 82,729
<b>Year 2018</b>											
allocation from operating fund	\$ 126,850	\$ -	\$ 145,000	\$ 12,500	\$ 25,000	\$ 2,000	\$ 114,000	\$ 1,500	\$ 60,000		
other sources of funding											
total anticipated expenditures	-\$ 150,000	\$ -	-150000	-15000	-\$ 50,000	-\$ 25,000	-\$ 100,000			-30000	
additional 2018 budget plan exp.	-\$ 43,000		-8500		-\$ 15,000	-\$ 10,000					
			-5500			-\$ 12,000					
<b>est balance Dec 2018</b>	\$ 136,988	\$ 170,221	\$ 225,186	\$ 40,510	-\$ 13,040	\$ 129,934	\$ 145,553	\$ 7,882	\$ 330,000	\$ 1,320	\$ 82,729



# MEMO

---

Okanagan Regional Library 1430 K.L.O. Road, Kelowna, BC V1W 3P6 (250) 860-4033 Fax: (250) 861-8696

<b>To:</b>	<b>ORL Library Board</b>
<b>From:</b>	<b>Stephanie Hall, CEO</b>
<b>Re:</b>	<b>UBCM 2017 library funding motions from Powell River (municipal library) and Ladysmith (part of the VIRL)</b>
<b>Date:</b>	<b>September 14, 2017</b>

---

Both motions (excerpted below) call for a restoration of provincial library funding as a proportion of overall revenue for public libraries to 1986 levels. This would mean provincial funding would become 21% of our funding and would increase provincial funding from around \$14 million annually to over \$51 million.

These are the only library funding motions on the table at present for UBCM 2017.

I talked to the CEO of the Vancouver Island Regional Library, and while Ladysmith is the municipality bringing it forward, it sounds like it has the full support of their board.

I am asking that board members consider supporting these motions at UBCM and have prepared some talking points as well, along with a letter to the Minister.

Attachments (2)

## Finance

---

### B60 Restoration of Previous Provincial Funding Levels for Public Libraries

Powell River City

Whereas the Ministry of Education, Library Branch completed the “Inspiring Libraries, Connecting Communities” vision and strategic plan which:

“focuses on enabling libraries to deliver the connected and innovative services, programs, and information resources that British Columbians need now and will need in the future. The vision also recognizes the important role libraries play in enabling equitable access to information. People will have access to the information they need regardless of who they are or because of any physical or geographical barriers;”

142

UBCM 2017 Resolutions Book

And whereas the Province recognizes that “public libraries play a key role in welcoming newcomers and job seekers in British Columbia,” and provides “British Columbians with access to the information and tools they need to learn, work, create and thrive in today’s changing world” in “safe, open spaces for people of all ages and backgrounds;”

And whereas provincial funding for public libraries has decreased from 21 per cent of total revenue in 1986 to five per cent of total revenue in 2016;

And whereas in order for public libraries in British Columbia to remain current, relevant and accessible to all, municipalities and regional districts have had to increase contributions while their capacity to continue to do so is severely limited and tenuous:

Therefore be it resolved that UBCM call upon the provincial government to restore funding for the public library system to a level of 21 per cent of the core annual budget required to operate the British Columbia Public Library System in an efficient, effective and equitable manner.

*Not presented to the Association of Vancouver Island & Coastal Communities*

*UBCM Resolutions Committee recommendation:*            **Endorse**

*UBCM Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the provincial government to provide funding for public libraries equivalent to “21 per cent of the core annual budget required to operate.”*

*However, the Committee notes that members have consistently endorsed resolutions calling on the Province to maintain and index its funding for public libraries (2016-B95, 2014-B17, 2012-B71, 2011-B27, 2010-B46, 2008-B57, 2007-B56, 2006-B55, 2006-B56, 2002-B13, 2000-B28, 1999-B13, 1996-B82).*

*Resolution 2011-B27 in particular asked the Province to restore funding for libraries “to the levels that were achieved as part of the strategic plan prior to 2009.”*

*In response to resolution 2011-B27, the provincial government observed that it had maintained funding for the public library sector at \$14 million in 2011, which was “60 per cent more funding than in 2001.” The Province also suggested that implementation of the public library strategic plan “Libraries Without Walls” had “generated substantial economies of scale, enhanced the stability of libraries and improved organizational infrastructure.”*

*See also resolution C4.*



**C4 Provincial Funding Levels for Libraries**

**Ladysmith**

Whereas the Vancouver Island Regional Library is the fifth largest library system in British Columbia, serving over 430,000 people on Vancouver Island, Haida Gwaii and the Central Coast (Bella Coola) through 39 branch libraries, an e-Library and books by mail service;

And whereas the Vancouver Island Regional Library's focus has dramatically changed as our society has changed through technological advances in order to remain relevant, while the level of provincial funding has decreased from 21 per cent of total revenue in 1986 to five per cent of total revenue in 2016, leaving its member municipalities and regional districts to bear the increases through increased contributions while their capacity to continue to do so is severely limited:

Therefore be it resolved that UBCM call upon the provincial government to restore funding for the public library system to a level of 21 per cent of the core annual budget required to operate the library system in an efficient, effective and equitable manner for the local government taxpayer.

*Endorsed by the Association of Vancouver Island & Coastal Communities*

*UBCM Resolutions Committee recommendation:*            **Refer to Similar Resolution**

*UBCM Resolutions Committee comments:*



# UBCM 2017 – Library Funding Restoration

---

Prepared by: Okanagan Regional Library

September 14, 2017

## In a Nutshell

- Public libraries operate a network of community service points across the province
- Libraries are adapting to new roles, supporting skills development, tech literacy, and education in communities
- There is a massive opportunity for government to capitalize on these learning activities to support economic and social development
- This government has an opportunity to advance a progressive agenda through re-instating funding levels to public libraries

## Impact of Provincial Funding

- Supports operation of all public libraries in BC and is important to all of them, from urban to remote
- Provides extra support to rural and small community libraries, which is critical to their survival
- Provides targeted funding for areas of strategic interest to the province
- BC's library funding is lagging behind other provinces, dropping from 21% of operating budget in 1986 to 5% in 2016
- Provincial Library funding has been frozen since 2005; accounting for inflation, this amounts to a 19% cut
- Meanwhile, the service population across BC has increased over the period by 10%

## Impact and Opportunity of Library Service

### IMPACT

- Key services: support for learning, skill development, and social engagement
- Service Population: 4.5M
- People with active cards 2M
- Active learning interactions (reference, tech assistance, and class/program attendance) 5.2M
- Items circulated (electronic & physical) 53.6M
- Also see: attached page from the provincial vision for public libraries

### OPPORTUNITY

- Co-funded service that supports priorities that align with provincial goals
- Digital and tech skills gap (bottomless well of needs across all age groups)
- Libraries are re-tooling with an increased focus on technical fluency and personalized learning
- Opportunities for partnerships on learning with the K-12 and post-secondary sectors
- Opportunities for expanding the reach of government services through 247 locations
- Opportunity to avoid establishing parallel infrastructure, when libraries have well established, centralized learning environments with existing traffic. Instead, as appropriate, consider flowing programs and attendant funding through libraries.



# Serving our communities

BRITISH COLUMBIA'S LIBRARIES

## Our public libraries today

British Columbia's public libraries are trusted institutions at the heart of our communities, providing free access to a world of information and knowledge through a broad range of programs and services. Libraries contribute to life-long learning, culture, and recreation by providing safe, open spaces for people of all ages and backgrounds. Libraries are hubs for community engagement, learning, inclusion and sharing.



Our 71 public libraries, with 247 service locations serve 98% of our population.

2015



### VISITS

There were just over  
**60 million** physical  
and digital visits to libraries



### SUMMER READING CLUB

**Jumped 12%**  
over 2014 and set a new record  
at **84,504** participants



### BORROWING

A yearly average of  
**12 items per person**  
are borrowed



### PROGRAMS

In 2015 **66,000**  
programs were offered



### GOING TO THE LIBRARY

On average a British Columbian  
visits the library in person  
**6 times a year**



### PHYSICAL AND VIRTUAL

Total library visits have  
**doubled since 2004**



### WIRELESS

In 2015, wireless usage  
up **42%** from 2014



*NOTE: This letter has not yet been reviewed or approved by the ORL Board Chair.*

September 20, 2017

Honourable Rob Fleming, M.L.A.  
Minister of Education  
PO Box 9045 Stn Prov Govt  
Victoria BC V8W 9E2

Dear Minister Fleming,

On behalf of the Board of Trustees and staff of the Okanagan Regional Library, please accept our congratulations on your new appointment as Minister of Education. Your portfolio is a large and important one, with many needs and opportunities. This letter aims at sharing a few of those needs and opportunities in the public library sector in British Columbia.

First, let us start with the opportunities.

- **Public libraries are well connected in communities, and are natural partners.** Most library systems have anywhere from dozens to hundreds of formal and informal partnerships with other community agencies.
- **Public libraries touch the lives of over 2 million British Columbians each year**, with 47% of the population being registered, active users. Public libraries offer 247 in-person service locations across the province, and a host of online services, like free downloads, Lynda.com training, and much more.
- **Public libraries have enormous public support**, as the government of Saskatchewan recently discovered when many thousands of local people from all walks of life took to the streets of communities small and large to protest proposed cuts.
- **Public libraries provide an increasingly diverse array of facilitated, self-directed, and peer learning opportunities** that support people as they re-skill and enrich their knowledge and abilities. As we look at the reality of projected job changes due to automation and other factors, we see that a population that is supported in rapid adaptability to new requirements is vital to economic stability and growth.
- **Public libraries support the acquisition of digital and tech skills for all ages**
- **Public libraries have a long history of supporting ordinary working people, families, and the most vulnerable people in our society**

On the topic of what government can do to support the work and community benefits of public libraries, there are a few main points.

- Remove the 10+ year freeze on provincial public library funding levels that has been eroding library service, particularly in small communities. **We support the 2017 UBCM motions from Powell River and Ladysmith to restore previous funding levels** or a similar bump. Provincial funding in BC was formerly 21% of library revenue, which went a long way to enabling equity of service across the province and enabling libraries to support provincial priorities.

- To put this in perspective, if funding levels had remained consistent as a proportion of funding from 1986 on, in 2016 the province would have invested just over \$51 million annually in support over 2 million active library users, self-directed learners who are working on both their own development and the well-being of communities.
- Support strategic priorities of the Provincial plan and **take an active interest in how public libraries can support the learning objectives of the province.** Sometimes, rather than creating a parallel infrastructure for a new initiative, it may make sense to work with and through the massive, connected, and much loved public library sector, which is a shared initiative of local, regional and provincial governments.

Thank you for the opportunity to share our thoughts! We look forward to continuing the conversation and offer our best wishes for your success in this critical portfolio.

Yours sincerely,

Xyz  
Board Chair

xyz  
Director

DRAFT