

**Minutes of REGULAR BOARD MEETING  
of the Okanagan Regional Library District  
Held at Library Administration Offices, 1430 K.L.O. Road, Kelowna, BC  
on Tuesday, February 15, 2023**

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Trustees: Neil Todd, Armstrong  
(*In Person*) Pat Cochrane, Coldstream  
David Ramey, Enderby  
Loyal Wooldridge, Kelowna  
Tracy Henderson, Keremeos  
Cara Reed, Lake Country  
Lori Mindnich, Lumby  
David Mattes, Oliver  
Terry Condon, Peachland  
George Elliott, Princeton  
Tim Palmer, Revelstoke  
Bob Evans, Sicamous  
Tasha DaSilva, West Kelowna  
Kevin Kraft, CORD  
Dean Trumbley, CSRD  
Allysa Hopkins, NORD  
Sara Tronson, Westbank First Nation

Trustees: John Manuel, Golden  
(*Electronic*) Sylvia Lindgren, Salmon Arm  
Subrina Monteith, OSRD

Trustees: Myers Bennett, Osoyoos  
(*Absent*) Todd York, Spallumcheen  
Erin Trainer, Summerland  
Kari Gares, Vernon

Staff: Danielle Hubbard, Chief Executive Officer  
Jeremy Feddersen, Chief Financial Officer  
Christine McPhee, Director of Public Services, South  
Mark Reinelt, Director of Public Services, North  
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: Ashley Machum, PEA President, ORL Chapter  
Kelly-Lynn Ware, CUPE Representative, ORL Chapter

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**1. ROLL CALL, ESTABLISH QUORUM**

Quorum was established with 20 Trustees in attendance.

**2. CALL TO ORDER**

C.E.O. Danielle Hubbard presided over the meeting until the election of the new Board Chair and called the meeting to order at 12:45 pm.

**3. ANNUAL ELECTIONS AND APPOINTMENTS**

*All Trustees – Unweighted Vote – Simple Majority*

**3.1. Nominations Committee Report – David Mattes**

**THAT** the Nominations Committee Report, dated February 2023, be received for information.

Moved By Lori Mindnich, Seconded By George Elliott

CARRIED

**3.2. Election of Library Board Chair and Vice Chair**

**a) Elect Board Chair**

Loyal Wooldridge (Kelowna) was elected by acclamation for a first term.

Newly elected Chairperson Wooldridge presided over the remainder of the meeting. Chairperson Wooldridge acknowledged that the ORL Headquarters is located on the traditional, ancestral, and unceded  $\text{tr}^{\text{x}}\text{w}^{\text{ú}}\text{l}\text{a}\text{?}\text{x}^{\text{w}}$  (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.

**b) Elect Board Vice Chair**

David Mattes (Oliver) was elected by acclamation for a first term.

**3.3. Election of Library Board Officers**

**a) Elect Finance Committee Chair**

Kari Gares (Vernon) was elected by acclamation for a first term.

**b) Elect Personnel Committee Chair**

Lori Mindnich (Lumby) was elected by acclamation for a first term.

**c) Elect Policy and Planning Committee Chair**

Sylvia Lindgren (Salmon Arm) was elected by acclamation for a first term.

**3.4. Appoint O.R.L. Signing Officers**

*All Trustees – Unweighted Vote – Simple Majority*

**THAT** the following positions be appointed as O.R.L. Signing Officers for 2023:

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

Moved By Tim Palmer, Seconded By Neil Todd

CARRIED

4. **ADOPTION OF THE AGENDA**

*All Trustees – Unweighted Vote – Simple Majority*

THAT the February 15, 2023 Regular Board meeting Agenda be adopted.

Moved by George Elliott, Seconded by David Ramey

CARRIED

5. **ADOPTION OF MINUTES**

*All Trustees – Unweighted Vote – Simple Majority*

THAT the October 5, 2022 Regular Library Board Minutes be adopted.

Moved By Bob Evans, Seconded By Lori Mindnich

CARRIED

6. **STAFF REPORTS**

*All Trustees – Unweighted Vote – Simple Majority*

6.1. **C.E.O. REPORT** – Danielle Hubbard

THAT the Library Board receives the Report from the C.E.O., dated February 2023, with respect to recent Library activities, for information.

Moved By Lori Mindnich, Seconded By George Elliott

CARRIED

6.2. **C.F.O. REPORT** – Jeremy Feddersen

*All Trustees – Unweighted Vote – Simple Majority*

a) **Financial Update Report to November 30, 2022** (File No. 100.44)

THAT the Library Board receives the Report from the C.F.O., dated February 15, 2023, for information.

Moved By Tracy Henderson, Seconded By Bob Evans

CARRIED

b) **Memo: Introduction to Investment Policy** (File No. 100.42)

**Attachment: ORL Investment Policy Statement**

THAT the Library Board receives the Report from the C.F.O., dated February 15, 2023, with respect to the introduction and proposed implementation of an Investment Policy for the Board's consideration;

AND THAT the Report be forwarded to the Finance Committee for further review.

Moved by Tim Palmer, Seconded by Terry Condon

CARRIED

7. **STRATEGIC PLANNING REPORT** – C.E.O. Danielle Hubbard

*All Trustees – Unweighted Vote – Simple Majority*

THAT the Library Board receives the Report from the C.E.O., dated February 15, 2023, with respect to the proposed creation of a new strategic plan;

AND THAT the Board approves the staff recommendation to contract a strategic planning consultant as set out in the Report.

Moved by Tim Palmer, Seconded by Lori Mindnich

TABLED

**THAT** the Library Board moves forward with the formation of an ad hoc Strategic Planning Committee.

Moved by Tim Palmer, Seconded by Bob Evans

CARRIED

The Board appointed Dean Trumbley (CSRD), as Chair of the Strategic Planning Committee, and the following trustees as members: Cara Reed (Lake Country), Tasha Da Silva (West Kelowna), Lori Mindnich (Lumby), Tracy Henderson (Keremeos) and Allysa Hopkins (NORD).

**8. ESTABLISH BOARD POLICY ON DELEGATIONS**

*All Trustees – Unweighted Vote – Simple Majority*

**THAT** the Library Board refers the matter of establishing a delegation policy to the Policy and Planning Committee for the Board's consideration;

**AND THAT** the Library Board defers any delegation requests until the policy is established.

Moved By David Mattes, Seconded By Kevin Kraft

CARRIED

**9. TRUSTEE ITEMS**

None.

**10. NEXT REGULAR MEETING - Wednesday, May 17, 2023**

**11. ADJOURN**

*All Trustees – Unweighted Vote – Simple Majority*

**THAT** the February 15, 2023 Regular Board Meeting be adjourned.

Moved By Lori Mindnich, Seconded By George Elliott

CARRIED

The meeting adjourned at 1:50 p.m.

X 

Board Vice Chair David Mattes

Approved and Signed: May 17, 2023