



# NOTICE OF MEETING

Okanagan Regional Library Board  
will meet  
Wednesday, February 20, 2019  
at Library Headquarters  
1430 K.L.O. Road, Kelowna, BC

## **NEW BOARD MEMBER ORIENTATION**

**9:30 AM – 12:30 PM**

**\*\*FOR NEWLY APPOINTED BOARD MEMBERS ONLY\*\***

(Returning members should come at 12:30 PM to join new members for lunch)

~ LUNCH FOR ALL BOARD MEMBERS ~  
12:30 PM – 1:30 PM

## **IN-CAMERA MEETING**

**1:30 PM – 2:00 PM**

## **REGULAR MEETING**

**2:00 PM – 2:45 PM**

## AGENDA

**LIBRARY BOARD MEETING  
HELD AT LIBRARY HEADQUARTERS, BOARDROOM  
1430 KLO ROAD, KELOWNA, BC  
WEDNESDAY, FEBRUARY 20, 2019  
2:00 PM – 2:45 PM**

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*"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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### **CALL TO ORDER**

#### **Welcome New Board Members, Introduction of Guests**

### **1. AGENDA REVIEW**

2:00 – 2:02 PM

*MOTION:*

*THAT the agenda be adopted.*

### **2. APPROVAL OF PREVIOUS MINUTES – October 10, 2018 (pgs. 4 – 7)**

2:02 – 2:04 PM

*MOTION:*

*THAT the minutes of the teleconference meeting held October 10, 2018 be adopted.*

### **3. ELECTION OF BOARD OFFICERS – CEO Don Nettleton**

2:04 – 2:15 PM

#### **3.1. Nominations Committee Report (pg. 8)**

#### **3.2. Elections**

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

#### **3.3. Discussion - Member Involvement on Committees**

2:15 – 2:20 PM

- All members are encouraged to participate on a committee, particularly new members
- A volunteer sign-up sheet will be distributed at the meeting

**4. BOARD APPOINTMENT OF BC LIBRARY TRUSTEES' ASSOCIATION LIAISON**  
2:20 – 2:23 PM

***Policy Section II: Board Organization and Structure. D  
British Columbia Library Trustees' Association Liaison***

*The Board shall appoint, annually, a British Columbia Library Trustees' Association liaison, from amongst its members. BCLTA relies on liaisons to distribute BCLTA information to Board members. The liaison also informs and educates Board members about BCLTA, its services and programs, and encourages discussion between the ORL Board and BCLTA on issues of mutual concern.*

**5. APPOINT SIGNING OFFICERS**  
2:23 – 2:25 PM

**MOTION:**

*THAT the following positions be appointed as ORL signing officers for 2019:*

- Board Chair*
- Finance Committee Chair*
- CEO/Secretary to the Board*
- Chief Financial Officer*
- Director of Public Services, North*
- Director of Public Services, South*
- Director of Human Resources*

**6. STAFF REPORTS**

**6.1. CFO REPORT – Jeremy Sundin**  
2:25 – 2:30 PM

- Financial Update: Statements and Report to November 30, 2018**  
(To be distributed at the meeting)

**6.2. CEO REPORT – Don Nettleton**  
2:30 – 2:40 PM

- a) New Westside Location**
- b) Salmon Arm Branch Renovations**
- c) Columbia Basin Trust Technology Grants, Revelstoke and Golden:  
Update and request for support in principle for using reserve funds for ORL portion**

**PROPOSED MOTION:**

*THAT the Board support the Okanagan Regional Library applications to the Columbia Basin Trust for community technology program grants for Golden and Revelstoke, using funding from the ORL reserve accounts to cover the ORL's 30% contribution to project costs.*

*By Weighted Vote*

**7. CHAIR AND TRUSTEE REPORTS**

2:40 – 2:45 PM

- Board members are encouraged to update the board about branch visits or other library related events in their community

**8. NEXT MEETING** – Wednesday, May 22, 2019

**9. MOTION TO ADJOURN**

2:45 PM

**MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD  
HELD VIA TELECONFERENCE  
AND AT LIBRARY HEADQUARTERS, BOARDROOM  
1430 KLO ROAD, KELOWNA, BC  
ON WEDNESDAY, OCTOBER 10, 2018**

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“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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**MEMBER PRESENT:**

Pat Cochrane, Coldstream  
Catherine Lord, Vernon

Thomas Konek, Westbank First Nation

**MEMBERS ATTENDING VIA TELECONFERENCE**

Linda Fisher, Armstrong  
Tracy Gray, Kelowna  
Sherry Philpott-Adhikary, Keremeos  
Todd McKenzie, Lake Country  
Nick Hodge, Lumby  
Carol Youngberg, Osoyoos  
Mario Vucinovic, Peachland  
Rosemary Doughty, Princeton

Linda Nixon, Revelstoke  
Tim Lavery, Salmon Arm  
Andrew Casson, Spallumcheen  
Bryden Winsby, West Kelowna  
Hank Cameron, NORD  
Karla Kozakevich, OSRD  
Wayne Carson, CORD  
Larry Morgan, CSRD

**MEMBERS ABSENT:**

Tundra Baird, Enderby  
Caleb Moss, Golden  
David Mattes, Oliver

Janna Simons, Sicamous  
Erin Carlson, Summerland

**STAFF PRESENT:**

Don Nettleton, Chief Executive Officer  
Monica Gaucher, Director of Public Services – North  
Christine McPhee, Director of Public Services – South  
Jeremy Sundin, Chief Financial Officer  
Carla Phillips, Director of Human Resources  
Michal Utko, Director of Marketing and Communications  
Leah Samson, Administrative Services Manager/Recording Secretary

**GUESTS:**

Rose Jurkic, CUPE Representative

Richard Kicksee, PEA Representative

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**CALL TO ORDER**

The meeting was called to order at 9:50 AM.

**1. ADOPTION OF AGENDA**

*MOTION #1*

*Moved by Hank Cameron, seconded by Linda Fisher,  
THAT the agenda be adopted.*

*CARRIED*

**2. ADOPTION OF PREVIOUS MINUTES** – September 5, 2018

*MOTION #2*

*Moved by Carol Youngberg, seconded by Tom Konek,  
THAT the minutes of the Regular Library Board Meeting held September 5, 2018 be  
adopted.*

*CARRIED*

**3. CFO REPORT** – CFO Jeremy Sundin

- **Financial Update: January 1, 2018 to August 31, 2018**

Board members heard an update on the financial status of the Library to August 31, 2018. Jeremy Sundin concluded that results to August 31 are generally consistent with expectation and in-line with the budget, and there does not appear to be anything requiring Board attention at this time.

*MOTION #3*

*Moved by Bryden Winsby, seconded by Pat Cochrane,  
THAT the Financial Report be received for information.*

*Carried*

**4. HUMAN RESOURCES REPORT** – Director of Human Resources, Carla Phillips

- **Safety Updates**

Board members heard a report on the pilot project for full time security presence at the downtown Kelowna and Vernon branches, and the positive impacts that have resulted from this including a substantial decrease in staff workloads and stress related to incidents, and a sense of increased pleasure and safety for both staff and public. Staff were asked to provide a follow up report on the impact the pilot project has had on public attendance at the branches.

A staff Safety Response Committee meeting will be held October 25 to determine what the ORL's position will be on hosting and usage of naloxone kits in the branches. Staff will report back at the next board meeting.

*MOTION #4*

*Moved by Tom Konek, seconded by Pat Cochrane,  
THAT the Safety Update Report be received for information.*

*CARRIED*

## 5. CEO REPORT – Don Nettleton

Board members heard:

- That the official public grand opening of the new ORL branch on the University of British Columbia's Okanagan Campus will take place November 1;
- that the lease has been signed for a new Westside Learning Centre to be located on Westbank First Nation land. The new branch is expected to open early 2019. WFN Councillor Tom Konek and CORD Director Wayne Carson thanked staff and board members for their support of this project;
- that a joint partnership presentation took place at the September Union of BC Municipalities convention, which showcased new library technology and directions, aimed to lift the decade long freeze on provincial funding for BC public libraries;
- about the huge success of the system-wide Summer Reading Club program and the Maker Crew tour demonstration of 3-D printing and other technologies;
- a report of Don Nettleton's recent attendance at both the Association of BC Public Library Directors' meeting and the Canadian Urban Libraries Council meeting. He concluded that the ORL is on the right track for strategic planning even with limited resources.

(Councillor Todd McKenzie joined the meeting at 10:07 AM)

### *MOTION #5*

*Moved by Tom Konek, seconded by Carol Youngberg,*

*THAT the CEO Report be received for information.*

*Carried.*

## 6. MEETING SCHEDULE – Year 2019

The May 15<sup>th</sup> Library Board meeting was moved to the 22<sup>nd</sup>, to avoid conflict with the Canadian Urban Libraries Council Meeting which is scheduled for May 13<sup>th</sup> to 15<sup>th</sup>.

### *MOTION #6*

*Moved by Pat Cochrane, seconded by Tom Cochrane,*

*THAT the 2019 Board Meeting Schedule be approved as amended.*

*Carried*

The 2019 Regular Board Meeting dates are:

- Wednesday February 20
- Wednesday May 22
- Wednesday, September 18
- Wednesday, November 20

## 7. CHAIR REPORT – Catherine Lord

Councillor Lord reported that this is her last board meeting, as she will not be running in the upcoming municipal elections. She commented that it has been an honour to sit on the library board since 2012, and to be chair since 2014.

Highlights for her were the strategic planning and the Summerland branch project. She thanked the board and staff for their work over the years, and wished everyone the best in the future.

Don Nettleton thanked her for her leadership over the past five years.

A new board chair will be elected on February 20, 2019

- **Appoint Nominations Committee**

The following board members were appointed to the Committee:

- North Area: Pat Cochrane
- Central Area: Bryden Winsby
- South Area: Carol Youngberg

**8. TRUSTEE REPORTS**

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

Several outgoing members commented on their positive time being on the Library Board. Don Nettleton thanked the Board for their hard work and support.

**9. NEW BUSINESS**

None.

**10. NEXT MEETING**

Wednesday, February 20, 2019: AGM

**11. ADJOURNMENT**

*MOTION #7*

*Moved by Tom Konek, seconded by Pat Cochrane,*

*THAT the meeting be adjourned.*

*CARRIED*

The meeting adjourned at 10:23 AM.





## LIBRARY BOARD NOMINATIONS COMMITTEE REPORT – 2019

### A. NOMINATIONS

**CHAIR**

Karla Kozakevich (OSRD)

**VICE CHAIR**

Dalvir Nahal (Vernon)

**FINANCE CHAIR**

David Mattes (Oliver)

**POLICY AND PLANNING CHAIR**

Karla Kozakevich (OSRD)

**PERSONNEL CHAIR**

Sherry Philpott-Adhikary (Keremeos)

**BCLTA LIAISON**

Erin Carlson (Summerland)

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### B. WOULD LIKE TO SIT ON A COMMITTEE

Finance

Dave Mattes (Oliver)  
Lori Mindnich (Lumby)

Personnel:

Wayne Carson (CORD)  
Tundra Baird (Enderby)

Policy & Planning:

Pat Cochrane (Coldstream)  
Amanda Shatzko (NORD)  
Tim Lavery (Salmon Arm)  
Linda Fisher (Armstrong)

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### C. WILLING TO SIT WHERE NEEDED

Bob Evans (Sicamous)  
Andrew Casson (Spallumcheen)

Special thanks to all who have put their names forward.