

**OKANAGAN REGIONAL LIBRARY
REGULAR BOARD MEETING
MINTUES**

Wednesday, November 19, 2025

9:30 a.m.

Board Meeting Room, 1430 K.L.O. Road, Kelowna, BC

Trustees Present: Neil Todd, Armstrong
Pat Cochrane, Coldstream
David Ramey, Enderby
Gord Lovegrove, Kelowna
Tracy Henderson, Keremeos
Lori Mindnich, Lumby
Myers Bennett, Osoyoos
Terry Condon, Peachland
George Elliott, Princeton
Tim Palmer, Revelstoke
Bob Evans, Sicamous (arrived at 9:34 a.m.)
Kari Gares, Vernon
Tasha Da Silva, West Kelowna (Board Chair)
Kevin Kraft, Regional District Central Okanagan
Adrienne Fedrigo, Regional District Okanagan Similkameen

Trustees Participating Remotely: Cara Reed, Lake Country
Sylvia Lindgren, Salmon Arm
Erin Trainer, Summerland
Jay Simpson, Regional District Columbia Shuswap
Allysa Hopkins, Regional District North Okanagan

Trustees Absent: John Manuel, Golden
Dave Mattes, Oliver
Todd York, Spallumcheen
Mike DeGuevara, Westbank First Nation

Staff Present: Danielle Hubbard, Chief Executive Officer
Jeremy Feddersen, Chief Financial Officer
Mark Reinelt, Director of Public Services
Colleen Hardie, Director of Human Resources
Jeff Campbell, Chief Technology Officer
Michal Utko, Director of Marketing and Communications
Corinne Boback, Administrative Services Manager (Recording Secretary)

Ashley Machum, PEA President, ORL Chapter
Nicole Cabrejos, CUPE Representative, ORL Chapter (Virtual)
Shilo Jones, ORL Copywriter

1. ROLL CALL / ESTABLISH QUORUM (majority: 13+)

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

In accordance with the Library Act, Sec. 20(2), quorum was established with a majority of all members of the Board in attendance.

2. CALL TO ORDER

Chair to call the meeting to order at 10:16 am.

3. LAND ACKNOWLEDGEMENT

The ORL acknowledges our presence on the traditional, ancestral, and unceded *tr̓xʷúlaʔxʷ* (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 s.123)

To adopt the agenda of the Board of Trustees meeting of Wednesday, November 19, 2025.

It was moved and seconded

THAT the November 19, 2025, Board of Trustees Meeting Agenda be adopted.

CARRIED UNANIOUSMLY

5. ADOPTION OF THE PREVIOUS MINUTES

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

To adopt the Wednesday, September 17, 2025 Board of Trustees Meeting Minutes.

It was moved and seconded

THAT the September 17, 2025 Board of Trustees Meeting Minutes be adopted.

CARRIED UNANIOUSMLY

6. DELEGATIONS

7. STAFF REPORTS

7.1 CEO REPORTS

7.1.1 LIBRARY TRUSTEES MEETING SCHEDULE YEAR 2026 – Danielle Hubbard

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.A)

The Board amended the proposed 2026 meeting schedule, changing the September meeting date to Wednesday, September 9, 2026 in order to accommodate members away for UBCM during the third week of September.

It was moved and seconded

THAT the ORL Board of Trustees Meeting Schedule for Year 2026 be adopted as amended.

CARRIED UNANIOUSMLY

Allysa Hopkins, Regional District North Okanagan joined the meeting at 10:24 am.

7.1.2 CEO REPORT – Danielle Hubbard

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

Danielle Hubbard provided a PowerPoint presentation on the operational and strategic activities of the ORL and recapped the ORL Strategic Plan, Vision, Mission, Values, and Goals.

It was moved and seconded

THAT the CEO report, dated November 19, 2025, be received for information.

CARRIED UNANIMOUSLY

7.2 CFO REPORTS

7.2.1 CFO REPORT – Jeremy Feddersen

All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)
(Attached pgs. 46-53)

Jeremy Feddersen presented the Financial Update Report Package for the period ending September 30, 2025.

It was moved and seconded

THAT the CFO report, dated November 19, 2025, pertaining to the Financial Update to September 30, 2025 be received for information.

CARRIED UNANIMOUSLY

7.3 BOARD CHAIR REPORT

7.3.1 BOARD CHAIR REPORT – Tasha Da Silva

Board Chair Tasha Da Silva expressed her gratitude to the Board for electing her as Chair and for their contributions throughout the year. She also acknowledged and thanked the members who served on the Standing Committees, commending them for their commitment and hard work.

Pat Cochrane (Coldstream) and Dave Mattes (Oliver) have completed their eight-year terms on the Board. Tasha thanked both members for their longstanding dedication.

Tasha further extended her thanks to Leadership for guiding the library through challenging times, and to all ORL staff for their continued hard work and dedication.

In accordance with Board Policy Section II. D, she then appointed the following board members to the Nominations Committee:

North: Sylvia Lindgren

Central: Gord Lovegrove

South: Tracy Henderson

COMMITTEE REPORTS

8.1 BOARD POLICY AND PLANNING COMMITTEE REPORTS

8.1.1 Finance Policies - Revisions

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

Adriene Fedrigo, Chair of the Policy and Planning Committee, provided a brief overview of the process through which the proposed amendments to the Finance Policies were reviewed by both the Finance Committee and the Policy and Planning Committee.

It was moved and seconded

THAT the revisions to the “Budget Planning Cycle (E),” “Buildings (F),” “Reserve Funds (H),” and “Purchasing Authority (N)” as outlined in the report from the Policy and Planning Committee dated November 19, 2025 be approved;

AND THAT the “Reallocation of Funds (B)” policy be repealed;

AND FURTHER THAT the new “Equity Model” policy be adopted.

CARRIED UNANIOUSMLY

8.1.2 Revision to the ORL’s Statement of Diversity and Inclusion

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

Adriene Fedrigo, Chair of the Policy and Planning Committee, provided a brief introduction, followed by an update from Danielle Hubbard on the proposed revisions to the ORL’s “Statement of Diversity and Inclusion,” which is recommended to be updated to the “Statement of Diversity, Inclusion, and Accessibility” to align with the new Accessibility Standards issued by the province.

It was moved and seconded

THAT the Board approve the revision to the Board Policy and Regulations, Diversity and Inclusion section as outlined in the report from the Policy and Planning Committee dated November 19, 2025.

CARRIED UNANIOUSMLY

8. CORRESPONDENCE

9. NEW BUSINESS

10. TRUSTEE ITEMS

11. ADJOURN

It was moved and seconded

THAT the Board Regular Meeting of November 19, 2025, be adjourned at 11:29 a.m.

CARRIED UNANIOUSMLY



Tasha Da Silva, Chair, West Kelowna

Adopted: February 18, 2026