OKANAGAN REGIONAL LIBRARY
REGULAR BOARD MEETING
MINTUES

Date:	Wednesday, May 20, 2026
Location:	Boardroom Library Administration Building, 1430 K.L.O. Road, Kelowna, BC and Virtually via MicroSoft Teams

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Trustees Present:	Neil Todd, Armstrong Stephanie Hoffman, Coldstream David Ramey, Enderby John Manuel, Golden Gord Lovegrove, Kelowna Tracy Henderson, Keremeos Cara Reed, Lake Country Lori Mindnich, Lumby Petra Veintimilla, Oliver Jim King, (Alternate) Osoyoos Terry Condon, Peachland George Elliott, Princeton Bob Evans, Sicamous Brian Guy, (Alternate) Vernon Tasha Da Silva, West Kelowna (Board Chair) Adrienne Fedrigo, Regional District Okanagan Similkameen
Trustees Participating Remotely:	Sylvia Lindgren, Salmon Arm Erin Trainer, Summerland Mike DeGuevara, Westbank First Nation Jay Simpson, Regional District Columbia Shuswap
Trustees Absent:	Tim Palmer, Revelstoke Todd York, Spallumcheen Kevin Kraft, Regional District Central Okanagan Allysa Hopkins, Regional District North Okanagan
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 and Collections Officer Michal Utko, Director of Marketing and Communications Corinne Boback, Administrative Services Manager (Recording Secretary) Shilo Jones, ORL Copywriter Ashley Machum, Head of Youth Services and PEA Chair

Nicole Cabrejos, Branch Services Supervisor and CUPE President Local 1123

Guests: Jennifer Saville and Lindsay Finnerty, Auditors, MNP

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 10:24 am.

3. LAND ACKNOWLEDGEMENT

The Okanagan Regional Library respectfully acknowledges that we operate on the traditional and unceded territories of many First Nations. We recognize their enduring presence and stewardship of the land, trees, and water from time immemorial, and we are grateful for the opportunity to serve our communities in these territories. The Okanagan Regional Library is committed to providing culturally safe and respectful spaces, services, and resources.

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 May 20, 2026.

<u>It was moved and seconded</u>

THAT the May 20, 2026, Board of Trustees Meeting Agenda be adopted.

<u>CARRIED UNANIMOUSLY</u>

5. ADOPTION OF THE PREVIOUS MINUTES

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

To adopt the February 18, 2026, Board of Trustees Meeting Minutes.

<u>It was moved and seconded</u>

THAT the February 18, 2026, Board of Trustees Meeting Minutes be adopted.

<u>CARRIED UNANIMOUSLY</u>

6. DELEGATIONS

7. COMMITTEE REPORTS

7.1 BOARD FINANCE COMMITTEE REPORTS

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

7.1.1 **<u>2025 Audit Findings Report -</u>** Jennifer Saville and Lindsay Finnerty, Auditors, MNP

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

Jennifer Saville, Auditor, MNP provided the auditor's report for 2025. Jennifer noted no concerns and no incidents of fraud found, and was available for questions and comments from the Board.

It was moved and seconded

THAT the Board receive the verbal information on the Auditor's Findings Report as presented at the May 20, 2026, ORL Board Meeting by MNP.

CARRIED UNANIMOUSLY

7.1.2 **Audited Financial Statements Year 2025** - Jennifer Saville and Lindsay Finnerty, Auditors, MNP
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Jennifer Saville provided a summary of the Audited Financial Statements for the year ending December 31, 2025, and was available for questions and comments from the Board.

Jennifer confirmed that the financial statement disclosure had been completed accurately and was ready for finalization pending Board approval.

It was moved and seconded

THAT the Board approve the 2025 Year-End Financial Statements for the year ending December 31, 2025, as presented at the May 20, 2026, ORL Board Meeting by MNP.

CARRIED UNANIMOUSLY

7.1.3 **Statement of Financial Information (SOFI) Report Year 2025** – CFO Jeremy Feddersen
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Jeremy Feddersen provided a summary on the Statement of Financial Information (SOFI) Report Year 2025 and was available for questions and comments from the Board.

A duplicate entry in Schedule 11 – Provisions of Goods and Services was noted for Jeremy to correct.

It was moved and seconded

THAT the Board approve the Statement of Financial Information Report for the fiscal year ending December 31, 2025, as presented at the May 20, 2026, ORL Board Meeting as amended.

CARRIED UNANIMOUSLY

7.1.4 **Financial Update Report to March 31, 2026** – Jeremy Feddersen
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Jeremy Feddersen provided a summary of the Financial Update Report Package to March 31, 2026, and was available for questions and comments from the Board.

It was moved and seconded
THAT the CFO report, dated May 20th, 2026, pertaining to the Financial Update to March 31, 2026, be received for information.

CARRIED UNANIMOUSLY

7.1.5 **<u>Appointment of Auditor for the 2026 Audit</u>** – CFO Jeremy Feddersen
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Jeremy Feddersen presented his recommendation to appoint MNP as the ORL's auditors for the upcoming year and provided a summary of his positive experience working with MNP. He was available to respond to questions and comments from the Board.

It was further advised that MNP provide the draft audit report in advance of the meeting to allow the Board sufficient opportunity to review and approve the report in good faith.

<u>It was moved and seconded</u>

THAT the Board approve the appointment of MNP as auditors for the ORL's 2026 fiscal year end audit.

<u>CARRIED UNANIMOUSLY</u>

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

8.1.1 **<u>CEO Report</u>** – Danielle Hubbard
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Danielle Hubbard provided a summary of the ORL's operational and strategic activities and sought Board approval of the *2025 Annual Report*.

Danielle highlighted updates including the ORL's participation at the SILGA annual convention, the opening of the North Shuswap Branch, the groundbreaking ceremony held for the new Glenmore (Kelowna) branch, as well as the launch of the "Under the Sea" Summer Reading Club, and the Summer Maker Tour program.

Discussion was held regarding the increase in incidents at the Vernon and Downtown Kelowna branches, as well as the need for additional resources to support staff in these locations.

<u>It was moved and seconded</u>

THAT the CEO report, dated May 20, 2026, be received for information;

AND THAT the Board approve the *2025 Annual Report*.

<u>CARRIED UNANIMOUSLY</u>

8.1.2 **<u>Endorsement of CULC Open Letter on Alberta Bill 28</u>** Danielle Hubbard
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Danielle Hubbard provided a summary of Alberta's recently introduced Bill 28 and requested that the Board consider supporting and endorsing the Canadian Urban Libraries Council's (CULC) Open Letter of opposition to the Bill, as outlined in the report.

The Board unanimously agreed to support the CULC Open Letter and directed that a copy be forwarded to the Ministry of Housing and Municipal Affairs.

It was moved and seconded

THAT the Okanagan Regional Library Board receive for information the CEO's May 20, 2026, report on Bill 28, the *Municipal Affairs and Housing Statues Amendment Act, 2026;*

AND THAT the Okanagan Regional Library Board endorse the Canadian Urban Libraries Council's Open Letter, dated April 14, 2026, that expresses concerns over Bill 28, the *Municipal Affairs and Housing Statues Amendment Act, 2026.*

CARRIED UNANIMOUSLY

9.1 BOARD POLICY AND PLANNING COMMITTEE REPORTS

9.1.1 **Updates to the Board Policy and Regulations Manual** - Adrienne Fedrigo and Danielle Hubbard

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

Danielle Hubbard provided a summary of her recent attendance at the Canadian Urban Libraries Council (CULC) conference in Calgary and noted that, following further discussion regarding Alberta's Bill 28, she did not believe it was the appropriate time to proceed with the originally proposed changes to the "Materials" section of the *Board Policy and Regulations Manual* that had been discussed at the Policy and Planning Committee.

Mark Reinelt provided a summary of the recommended changes to the *Board Policy and Regulations Manual*, as outlined in the report, and was available for questions and comments from the Board.

It was moved and seconded

THAT the Board approve the amendment to "C: Lost and Damaged Material" under *Section III: Library Membership* of the *Board Policy and Regulations Manual* as outlined in the report from the Policy and Planning Committee dated May 20, 2026.

CARRIED UNANIMOUSLY

It was moved and seconded

THAT the Board approve the amendments to "C. Collection Guidelines – Periodicals" under *Section V: Materials* of the *Board Policy and Regulations Manual* as outlined in the report from the Policy and Planning Committee dated May 20, 2026.

CARRIED UNANIMOUSLY

It was moved and seconded

THAT the Board approve deleting in its entirety "E. Confidentiality and Privacy" under *Section III: Library Membership* of the *Board Policy and Regulations Manual* as outlined in the report from the Policy and Planning Committee dated May 20, 2026;

AND THAT the Board approve the new *Board Privacy Policy No. 006.*

CARRIED UNANIMOUSLY

9.1.2 **One Employee Model Statement** - Adrienne Fedrigo and Danielle Hubbard
All Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Danielle Hubbard introduced the proposed "One Employee Model" statement for inclusion at the beginning of the "Personnel" section of the *Board Policy and Regulations Manual*, as directed by the Board, and was available for questions and comments from the Board.

It was moved and seconded

THAT the Board approve the drafted "one employee model" statement for inclusion at the opening of the "Personnel" section (Section X) of the *Board Policy and Regulations Manual* as outlined in the report from the Policy and Planning Committee dated May 20, 2026.

CARRIED UNANIMOUSLY

9.1.3 **New Social Media and RIM Board Policies** - Adrienne Fedrigo and Danielle Hubbard
Trustees - Unweighted Vote - Simple Majority (Board Policy Section II.C / Community Charter s.123)

Danielle Hubbard provided a summary on the new *Social Media Policy* and *Records and Information Management Policy* and was available for questions and comments from the Board.

It was moved and seconded

THAT the Board approve the new *Social Media Policy No. 005* as outlined in the report dated May 20, 2026, from the Policy and Planning Committee.

CARRIED UNANIMOUSLY

It was moved and seconded

THAT the Board approve the new *Records and Information Management Policy No. 007* as outlined in the report dated May 20, 2026, from the Policy and Planning Committee.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE

11. NEW BUSINESS

12. **TRUSTEE ITEMS**

13. **ADJOURN**

The May 20, 2026, Regular Board of Trustees Meeting was adjourned at 11:51 am.

The next ORL Board meeting is scheduled for September 9, 2026.

Tasha Da Silva, Chair, West Kelowna
Adopted: September 9, 2026