

**Okanagan Regional Library
Regular Board of Trustees Meeting
MINUTES**

Date: Wednesday, September 11, 2024
Time: 9:30 AM
Location: Boardroom
Library Administration Building, 1430 K.L.O. Road, Kelowna, BC

Trustees Present: Neil Todd, Armstrong
Pat Cochrane, Coldstream
Huck Galbraith, Enderby (Alternate)
Gord Lovegrove, Kelowna
Tracy Henderson, Keremeos
Cara Reed, Lake Country
Lori Mindnich, Lumby
David Mattes, Oliver
Myers Bennett, Osoyoos
George Elliott, Princeton
Tim Palmer, Revelstoke
Kari Gares, Vernon
Tasha Da Silva, West Kelowna
Adrienne Fedrigo, Regional District Okanagan Similkameen (Alternate)

Trustees Participating Remotely: John Manual, Golden
Terry Condon, Peachland
Sylvia Lindgren, Salmon Arm
Bob Evans, Sicamous
Allysa Hopkins, Regional District North Okanagan
Jay Simpson, Regional District Columbia Shuswap
Sara Tronson Westbank First Nation

Trustees Absent: Todd York, Spallumcheen
Erin Trainer, Summerland
Kevin Kraft, Regional District Central Okanagan

Staff Present: Danielle Hubbard, Chief Executive Officer
Jeremy Feddersen, Chief Financial Officer
Mark Reinelt, Director of Public Services North
Denise Fallis, Interim Director of Human Resources
Michal Utko, Director of Marketing and Communications
Leah Samson, Administrative Services Manager (Recording Secretary)

Guests Present: Ashley Machum, PEA President, ORL Chapter
Nicole Cabrejos, CUPE Representative, ORL Chapter
Shilo Jones, ORL Copywriter

1. ROLL CALL | CALL TO ORDER | LAND ACKNOWLEDGMENT

In accordance with the *Library Act, Sec. 20(2)*, quorum is a majority of all members of the Board in attendance (13+). Quorum was established with 21 trustees in attendance.

Acting Chair Tasha Da Silva called the meeting to order at 9:30 AM and acknowledged that the ORL Headquarters is located 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.

2. INTRODUCTION OF GUESTS

Councillor Gord Lovegrove was introduced as the new trustee representing Kelowna and Mayor Huck Galbraith as the alternate trustee representing Enderby.

3. ELECTION OF CHAIR AND VICE CHAIR

(Library Act Part 3 Section 19[1])

CEO Danielle Hubbard presided over the elections.

Election of Board Chair

Nominations were called from the floor. Tasha Da Silva was nominated for Chair.

It was moved and seconded

THAT West Kelowna Trustee Tasha Da Silva be elected as Board Chair by acclamation.

CARRIED

Election of Board Vice Chair

Nominations were called from the floor. Kari Gares was nominated for Vice Chair.

It was moved and seconded

THAT Vernon Trustee Kari Gares be elected as Vice Chair by acclamation.

CARRIED

Newly elected Board Chair Tasha Da Silva presided over the remainder of the meeting.

4. ADOPTION OF THE AGENDA

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

It was moved and seconded

THAT the Agenda of the Regular Board Meeting of September 11, 2024 be adopted as circulated.

CARRIED

A moment of silence was observed for September 11.

5. ADOPTION OF THE PREVIOUS MINUTES

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

It was moved and seconded

THAT the Minutes of the Regular Meeting of May 15, 2024 be adopted as circulated.

CARRIED

6. MOTION TO MOVE IN CAMERA

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

It was moved and seconded

THAT the September 11, 2024 Library Board meeting be closed to the public pursuant to Section II of Library Board Policy and Section 90(1) of the Community Charter for the Board to discuss items related to: (g) litigation or potential litigation affecting the municipality.

CARRIED

The regular meeting adjourned and the meeting moved in camera at 9:39 AM.

The regular meeting reconvened at 10:05 AM.

6. Revised Weighted Votes Report – CFO Jeremy Feddersen

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

It was moved and seconded

THAT the Report and revised Weighted Vote Sheet from the CFO dated September 11, 2024 be received for information.

CARRIED

7. FINANCE COMMITTEE REPORT – Chair Kari Gares

7.1. 2025 Budget Report Presentation – CFO Jeremy Feddersen

All Trustees - Weighted Vote - Majority (Library Act Part 3, s.23 & 25, Board Policy Section II.C)

CFO Jeremy Feddersen presented the draft 2025 budget, which includes a 5.88% increase over last year. He and Kari Gares addressed questions regarding the budget, emphasizing that it is essential and lean, reflecting the Finance Committee's efforts to minimize extras despite inflationary pressures and residual effects.

Staff were directed to prepare a reserve report for the Board's review.

It was moved and seconded

THAT the 2025 Budget be approved as revised and set out in the Budget Report from the CFO dated September 11, 2024, equal to a 5.88% increase over last year.

By weighted vote.

Opposed: None

CARRIED UNANIMOUSLY BY WEIGHTED VOTE

7.2. 2025 Library Levy Allocation Spreadsheet – CFO Jeremy Feddersen

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

It was moved and seconded

THAT the revised 2025 Library Levy Allocation Spreadsheet be received for information.

CARRIED

7.3. Provincial Enhancement Grant Report – CEO Danielle Hubbard

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

Danielle reported that the proposed spending plan is coming forward from the Finance Committee, with a full proposal for the remaining grant to be presented at the November board meeting.

It was moved and seconded

THAT the Board approve the allocation of \$477,000 of the Provincial Enhancement Grant for facility improvements and other initiatives that increase the ORL's security, efficiency, and service levels, as set out in the Report from the Finance Committee dated September 11, 2024.

Opposed: None

CARRIED UNANIMOUSLY

8. STAFF REPORTS

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

8.1. CEO Report and Operational Plan Update – Danielle Hubbard

CEO Danielle Hubbard provided an update on the operational and strategic activities of the ORL.

It was moved and seconded

THAT the Report from the CEO dated September 11, 2024 be received for information.

CARRIED

8.2. CFO Report – Jeremy Feddersen

CFO Jeremy Feddersen provided a financial update to June 30, 2024.

It was moved and seconded

THAT the Report from the CFO dated September 11, 2024 be received for information.

CARRIED

9. CORRESPONDENCE

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

- 9.1. Letter from Director M. Martin, Public Libraries Branch re Public Library Grant Award, dated June 28, 2024.
- 9.2. E-mail from L. Beischer re Westbank (West Kelowna) Library, dated May 14, 2024 and response from CEO D. Hubbard.
- 9.3. Submission Form from F. Lehn re Glenmore Library Service, dated Aug. 28, 2024 and response from CEO D. Hubbard.

It was moved and seconded

THAT the correspondence be received for information.

CARRIED

10. TRUSTEE REPORTS

Councillor Tim Palmer discussed the importance of UBCM Resolution NR67 'Provincial Core Funding for Evolving Public Libraries', which requests an increase in annual core funding for public libraries to \$30 million, along with yearly cost-of-living adjustments. Additionally, Resolution ED63 calls for long-term sustainable funding for public libraries.

Councillor Gord Lovegrove introduced himself and discussed UBCO's research to alleviate homelessness in smaller Canadian cities. He also donated a copy of the book '*21 Things You May Not Know About the Indian Act*', a guide to understanding the Indian Act and its repercussions on generations of Indigenous peoples.

11. NEXT MEETING – Wednesday, November 20, 2024

12. MOTION TO ADJOURN THE REGULAR MEETING

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

It was moved and seconded

THAT the regular meeting be adjourned.

CARRIED

Adjourned: 11:41 AM.

X 

Board Chair: Tasha Da Silva

Approved & Signed: Nov. 20, 2024