



Minutes - Board Meeting October 12, 2018 at 1300 Pacific (via teleconference)

Board members present:

Dana McFarland (Chair), Beth Davies (Incoming chair), Baharak Yousefi (Past Chair), Dr. Diana Davidson, Mari Martin (ex officio), Dr. Stan Gardner (Secretary), Deb Hutchison Koep

Regrets: Tracey Therrien (Treasurer)

Staff present: Kevin Millsip, Sharon Herbert

1. Approval of agenda (SG/BD) - approved
 - a. Additional agenda items - none
2. Approval of May 28, 2018 minutes (SG/BY) - approved
 - a. Corrections - none
3. Member Participation Component - there was none
4. Board processes [Dana & Kevin](#)
 - a. New board meeting frequency – no opposition to change
 - b. Confirm process for emails and board package receipt
 - c. Shifts to board chair timeframe – proposal to shift to 2-year term for Chair.
5. Strategic Planning update - verbal [Kevin](#)
 - a. Strategic Planning Advisory Group
 - b. Process and timeline overview
6. Reports:
 - a. Managing Directors report - verbal
 - i. GLE update [Kevin](#)
 - ii. Operational report [Kevin](#)
 - Sample new format [Sharon](#)

- b. Finance Report
 - i. Finance Committee report – verbal [Kevin](#)
 - ii. Budget report formatting question – verbal [Kevin](#)
 - iii. USD Hedge Fund motion – [Beth](#) (see briefing note)
 - Motion to approve USD Hedge Policy as drafted (BD/DK) - approved
 - Annual process for board approval or operational report out
 - c. Personnel Report - [Kevin](#) – connected to hiring process for MD, can now strike from list of reports to the Board. Personnel Committee will come together as needed, e.g. for annual review
 - d. Governance Report – verbal [Sharon](#)
 - i. Governance sub-committee: 3 Board members required.
 - Deb Koep and Beth Davies volunteered
7. Public Library Partner Advisory Group update – verbal [Kevin](#)
 - a. Report on UBCM event and meeting
 - b. Partners preparing Digital Literacy proposal for the Ministry
 - c. Various calls upcoming: October 23 with ADM/MM, Next partners groups meeting November 4th.
 8. Other items
 - a. NNELS update – verbal [Kevin](#)
 9. Next Meeting: Friday December 14th 2018 at 10:00-11:30am Pacific
 10. Adjournment – 2:28pm Pacific