



Minutes - Board Meeting December 14, 2018 at 1000 Pacific (via teleconference)

Board members present: Dana McFarland (Chair), Beth Davies (Incoming chair), Dr. Diana Davidson (exited at 10:30am), Mari Martin (ex officio), Dr. Stan Gardner (Secretary), Deb Hutchison Koep, Tracey Therrien

Regrets: Baharak Yousefi (Past Chair), Kevin Millsip

Staff present: Sharon Herbert, Tami Setala (10:05-10:11)

1. Approval of agenda – (DM/TT) Approved, with following changes to order of agenda:
 - a. Move Diana's NNELS report and Finance Report to top of agenda
 - b. Additional agenda items -there were none
2. Approval of October 10, 2018 minutes - Approved
 - a. Items arising: Statistics Working Group – Tami (verbal)
3. Reports:
 - a. NNELS – Diana (verbal)
 - b. Finance Report – Tracey (verbal)
 - i. Finance Committee report – Discussion of Year to date and draft FY19/20 budget.
 - ii. **Motion: That staff be given a paid day off on Monday December 24, 2018 to provide a five consecutive day break for staff, on a without prejudice basis. (TT/SG) - Unanimous.**
 - iii. Financial Report Formatting. **Motion: To no longer present balance sheet at Finance and Board meetings, but to continue to present Overview and Profit and Loss Statements– (BD/DHK) - Unanimous.**
 - c. Operational report and formatting – Sharon (verbal)
 - d. Governance Report – Sharon (verbal)
4. Member Participation Component –There was none.
5. Board processes – Dana (verbal)
6. Strategic Planning update – Beth/Dana (verbal)
7. Public Library Partner Advisory Group update – Dana (verbal)
 - a. Digital Literacy proposal for the Ministry
 - b. October call with A/ADM and Meeting with DM in November
 - c. Library Partners Terms of Reference
 - d. Branch Strategic Plan
8. Next Meeting: Wednesday February 13th 2019, 10:00-11:30am Pacific
9. Adjournment – 11:11am Pacific