



## Minutes - Board Meeting December 09, 2020, 10:00am-11:30am Pacific (via Zoom)

Board members present: Beth Davies (Chair), Shirley Lew (Vice Chair), Deb Hutchison Koep, Anna Babluck, Dr. Diana Davidson, David Christensen, Dana McFarland, Mari Martin (ex officio)

Staff present: Kevin Millsip, Sharon Herbert

Regrets: none

1. Approval of agenda (1min) – (DHK/SL)
  - a. Additional agenda items
2. Approval of June 10, 2020 minutes (1 min) – (SL/DC)
3. Member Participation Component (1 min) – there was none. Discussion about retaining this item on the agenda
4. Reports: (20 mins total)
  - a. NNELS report - planning process update (verbal) – [Diana/Kevin](#)
  - b. Operational report (attached) – [Sharon](#)
  - c. Governance Report (verbal) – [Beth/Kevin](#)
    - i. 2021 workplan - staff will do an initial review of policies, with recommendations for the Governance Committee. Workplan this year includes a review of the Service Management Agreement (SMA), so may take place over 2 years, for approval at the 2022 AGM.
    - ii. Debrief of AGM and suggestions for next year.
    - iii. Board development discussion
      1. Possible session on Reconciliation
      2. Board evaluation process
  - d. Partners/PLAG update – [Kevin](#)
    - i. BC Government - Public libraries are moving from Ministry of Education to Ministry of Municipal Affairs. Partners have sent congratulations and letter seeking first meeting.
  - e. Digital Initiatives Project Update (attached) – [Sharon](#)
5. Finance Report - Item for approval (15 mins) – [Deb/Kevin](#)
  - a. Financials YTD - [Deb](#)
    - i. New financials format (attached). **Motion to approve new format (DHK/AB) - approved**
  - b. 21/22 budget process [Deb](#)
    - i. Staff have started the budget process. Finance committee meetings are scheduled for Feb3rd and Feb 17th, 10:30-11:30 Pacific to approve budget.

- ii. USD funds purchase (verbal)
- iii. SDPP-D (verbal) Next Meetings: Jan 27, Mar 24, May 26, July 21  
(10:00am-11:30am PST)

6. Motion to adjourn (DC/DHK) – 11:02am Pacific