



BCLibraries
COOPERATIVE

DRAFT Minutes - Board Meeting Wednesday September 21, 2022, 10:00am-11:30am Pacific (via zoom)

Board members present:

Shirley Lew (Chair), Anna Babluck, David Christensen, Deb Hutchison Koep, Beth Davies, Cari Lynn Gawletz, Kevin Stranack, Mari Martin (ex officio - joined at 10:41am)

Regrets: Kevin Millsip

Staff present: Sharon Herbert, Ayesha Ali, Tami Setala (exited 10:37am)

1. Land acknowledgment – Shirley
2. Welcome and approval of agenda - Shirley (2 mins) (DHK/CLG) unanimous
 - a. Additional agenda items
 - b. Add updates from Governance
3. Approval of May 18 board meeting minutes – Shirley (1 min) (BD/KS) unanimous
4. Staff presentation – Tami Setala, Licensing Manager (25 mins)
5. Finance committee - **for information / decision**– Ayesha/Deb (20 mins)
 - a. See package item Finance Work Plan
 - b. 21/22 Deficit– Ayesha
 - i. The final deficit for the 2021/2022 fiscal year was \$163,768. With an operational reserve of \$100,000 and Canada Emergency Wage Subsidy (CEWS) funds of \$334,803.70 available to apply to the deficit, the recommendation from staff and the Finance Committee is to cover the 2021/2022 deficit from the CEWS funds.
 - ii. **Motion: That the board approve \$163,768 of the CEWS funds, to apply to the 21/22 operating deficit. (DHK/BD) unanimous**
 - c. YTD financial report – Deb/Ayesha
 - i. See YTD excel file and Q1 report in package
 - ii. **Motion to receive the report (CLG/KS) unanimous**
 - d. Covid funding update — Ayesha
 1. CRRF Draft Budget 2022 – 25 Mari noted that budget is a starting point, some funds may shift over time.
6. Governance committee updates – **for information and discussion** – Anna/Sharon (30 mins)
 - a. See package item Governance Work Plan

- b. Motion on board terms
 - i. Recommendation from Governance Committee:
Motion "That the board request the governance committee draft amendments to the Rules which would allow board members to serve a fourth term on the co-op board (Section 9.16(3)), and that would ensure requirements to stagger terms of office would be maintained (Sections 9.12 and 9.16(1)); and that the Board will review by early 2023 in order to make a recommendation for Member approval via Special Resolution at AGM 2023." – see package item BCLC Memo Vice-chair 2022 **(AB/CLG) unanimous**
 - c. In person meeting with Co-op staff November 23rd- [Sharon](#)
 - d. EDI audit process update – [Anna](#)
 - e. Member engagement process – [Anna](#)
 - i. Facilitated discussion with members – October 17th, 10-1230
 - f. Co-op closed for National TRC Day on September 30th
 - g. Accessible Publishing - Daniella has been asked to serve on the awards committee (NNELS was a winner last year) and Co-op is a nominee for the Untapped awards, Kevin M will attend
7. Other items – **for information/Discussion**
- a. Canvas for additional education session ideas
 - i. Session on smaller libraries – Anna and Cari will present
 - ii. Shirley suggested Challenges of indigenizing subject headings (Sharon to incorporate into scheduled session)
 - b. Reporting - operational, strategic plan, CRRF – [Sharon](#)
 - i. See attendant package documents
 - c. Digital BC update – [Shirley](#).
 - d. NNELS federal update
 - i. EARP process – see attached recommendations to the federal government and pre-budget submission documents
 - e. Pledge to Measure results – for information
 - f. Planning Dashboard – for information
8. Other – there were none
9. Board meetings: (10:00am-11:30am PST)
- a. Black type = regular board meetings,
 - b. **Orange type = catch up/planning meetings:**
 - i. ~~Sep 21~~, **Oct 19 - member engagement**, Nov 16, Nov 23 – possible in person board/staff meeting, **Dec 14**, Jan 18, **Feb 15**, Mar 15, **Apr 19**, May 17, June 22 – AGM.
10. Adjournment – 11:26am Pacific

Items for future board meetings:

- Staff presentations – ~~Tami Setala Sep 21~~, Ayesha Ali – Nov 16, Sharon Herbert, Scott Leslie, Daniella Levy-Pinto,
- Consent agenda