



## DRAFT Minutes

### Annual General Meeting - Thursday, June 22, 2023

#### Attendees

**Member Delegates/Alternates:** Emily Gunn, Alexander College; Rina Hadziev, British Columbia Library Association; Beth Davies, Burnaby Public Library; Gwenda Bryan, Camosun College Library; Anton Dounts, Cariboo Regional District Library; Chris Vriesema-Magnuson, College of Physicians and Surgeons of BC, Library Services; Dean Kelly, Fraser Valley Regional Library; Heather Evans-Cullen, Gibsons & District Public Library; Heidi Rees, Government of Manitoba Legislative Library; Cari Lynn Gawletz, Grand Forks Public Library; Laura Beswick, Island Link Library Federation; Melanie Reaveley, Kootenay Library Federation; Toby Mueller, Lillooet and Area Public Library Association; David Christensen, Manitoba Public Library Services; Adam Farrell, New Westminster Public Library; Thomas Knutson, North Central Library Federation; Thomas Knutson, North East Library Federation; Deb Huchison Koep, North Vancouver City Library; Jacqueline van Dyk, North Vancouver District Library; Alison Moss, Parkland Regional Library; Heather Hadley, Port Moody Public Library; Chris Field, Prince George Public Library; Jackie Kozak, Radium Hot Springs Public Library; Charlene Tweed, Red River College Polytechnic Library; Susan Walters, Richmond Public Library; Teresa Wright Eastley, Saskatchewan Provincial Library and Literacy Office; Rylie Mawhinney, Surrey Public Library; Shirley Lew, Vancouver Community College; Dana McFarland, Vancouver Island University Library; Zoey Peterson, Vancouver Public Library; Mikale Fenton, Whistler Public Library; Raegan Stewart, YMCA of Greater Vancouver - Child Care Resource & Referral;

**Non-Voting:** Noreen Ma, Burnaby Public Library; Mari Martin, Public Libraries Branch, Ministry of Municipal Affairs, BC; Cindy Fu and Sabrina Meng, Richmond Cares, Richmond Gives; Cheryl Sinclair, University College of the North; David Alexander, Vancouver Island University.

**Staff:** Cimoan Atkins, Devon Bates, Christine Burns, Sharon Herbert, Kris Jorgensen, Kevin Millsip, Jennifer Pringle, David Ryland, Tama Setala, Christine Wallace

Guest: Lenora Lee (KPMG)

The meeting was recorded for minute-taking purposes only.

1. **(10:30am Pacific)** Call to Order and Opening Remarks - (Shirley Lew, Chair) -  
Quorum was noted (minimum 23 for Quorum; 33 registered voting Member  
Delegates/Alternates were in attendance)
2. Land Acknowledgement - Shirley
3. Agenda, *motion for approval*
  - a. Motion to approve the agenda *Moved by: Deb Hutchison Koep Seconded by:  
Adam Farrell Carried unanimously*
4. Minutes of the 2022 Annual General Meeting (attached), *motion for approval*
  - a. Motion to approve the 2022 AGM Minutes *Moved by: David Christensen  
Seconded by: Anton Dounts Carried unanimously*
5. Reports for information:
  - a. Verbal Chair's Report (Shirley Lew)

It's a privilege to offer some remarks and reflections on the past year on behalf of the BC Libraries Cooperative Board of Governors. It has been another extraordinary year for the Co-op. As we'll hear from the reports and business of our AGM today, we continue to adapt to a shifted and shifting world post-pandemic into a time marked by further uncertainty and disruption. Some of this disruption is necessary, as we take steps toward reconciliation and decolonization and to challenge power structures that enable racism, inequity, and exclusion. Other shifts feel destabilizing from climate disasters to political unrest to unfettered technological advancement that both hurt and aid us. In a time that feels bigger than we can grasp, it is more essential to stay connected and to work together collectively and cooperatively, as we do through the Coop. I'm happy to be part of this community and to be here with you today to share how the Coop and the Board have strived to do this work together.

It's impossible to reflect on the past year without starting with the historic and unprecedented announcement of \$45M of funding from the province for public libraries in BC. \$14.5M of this funding was directed to the Coop to support operations and shared service projects such as digital collections and NNELS. This announcement builds on the one-time \$8M of provincial Covid Relief and Recovery funding for public libraries, received last year. These funds are essential for the sector's sustainability. Equally important, these funding announcements are a recognition of the value libraries play in our

communities in these critical and challenging times. This could not have happened without a long history of continued advocacy by so many in the sector, beginning with those who are doing the work on the ground in communities across the province. The key role Kevin Millsip has had at the BC Public Library Partners to make these funds possible needs to be named and recognized, as well as Deb Hutchison Koep, and Beth Davies before them, all of whom have represented the Co-op at the Partners table. A big thank you to Mari Martin as well for her advocacy of the sector within the Ministry.

In terms of the Co-op and Board, we have spent the past year on initiatives in keeping with our strategic plan. We have completed work on a Member Engagement Strategy roadmap, on our first EDI Assessment and Audit, and continued focus on our financial and budgeting processes to ensure we have an accurate starting place to plan longer term financial sustainability. The year has also been marked by several projects funded through the provincial Covid Relief and Recovery funding. We will hear more about these initiatives later in the meeting. Our current focus is the wonderful challenge of planning the use of \$14.5M over the next three years to reinforce and advance our operations, technology infrastructure, and shared services for Coop members and the library community. We look forward to embarking on this planning in the coming months and sharing our progress throughout the year and at next year's AGM.

In some ways it feels the Co-op is at a nexus of a paradoxical time. The enormity of the provincial funding, coming at this very time for the Coop, cannot be underestimated or overly celebrated. This funding gives us a path to move forward on surer footing and a clearer sense of direction and scope. At the same time, we come out of the pandemic and into a time that is uncertain. The coming year for the Coop is paradoxically challenging and yet full of potential. I'll end with gratitude and sincere thanks to Coop management and staff who have worked hard and with tremendous commitment. Our members and the communities we serve are better as a result of their efforts.

Thank you, on behalf of the Board and members.

i. BC Public Library Partners Update - Susan Walters (ABCPLD)

Good morning, I am joining you today from Richmond, the ancestral territory of the hən̓q̓əmi̓n̓əm (hung – ka – me – num) speaking peoples. I am the Chair of the Association of BC Public Library Directors, who along with BCLTA, BCLA and the BCLC make up the BC Library Partners.

In 2022, the partners determined that the next step forward in our advocacy work would be to engage government relations consultants. As Shirley pointed out, while we have been very successful in one-time funding asks, the public library sector needs increased, sustained and consistent core funding.

To support this work, last spring/summer and into the fall, ABC reached out to our public libraries across the province and with the support of directors and their boards, raised approximately \$180k for the Strategic Initiatives Fund. This will support a 3-year contract with consultants.

The partners selected Earncliffe Strategies and within days of signing the contract in early 2023, we mobilized to put forward a year-end ask for an investment of \$48M over 3yrs; an increase of \$16M per year as the annual \$14M we receive has not shifted in over a decade. We were successful in receiving \$45M.

There's no slowing down, however. On June 12, the partners individually, but sequentially, presented to the Select Standing Committee on Finance and Government Services, advocating for sustained funding of \$30M annually. We are also in the process of reviewing Earncliffe's Government Relations Strategy which will guide the work the partners and ultimately, our members do, ensuring that we speak with one voice and are consistent in our ask of government over the next several years.

And I would be remiss if I did not say thank you and acknowledge our Executive Directors – Kevin, Rina and until very recently, Leigh Anne – who have been instrumental in moving this important Library Partners work forward.

b. Executive Director's & Staff Reports (Kevin Millsip, Co-op Staff)

i. Annual Report (attached)

1. Co-op staff provided verbal updates on their respective services: Tami Setala (Licensing), Sharon Herbert (Sitka/Support), Kris Jorgenson / for Daniella Levy-Pinto (NNELS), Kevin Millsip / for Scott Leslie (SysOps & LibPress), Cimoan Atkins (Finance/Operations)

ii. Verbal Strategic Planning Update

Our strategic plan takes us to 2024 - now we started working on it in 2019, which after all of the events of the past 3 years, actually feels like a lifetime ago. That said, the overall objectives, the four core themes, and framework of the plan continue to guide our work and planning:

Staff report out to the board three times a year on our strategic planning progress, all of what's already been mentioned today by staff connect to our strategic plan, and I'll share are some additional items connected to the four core themes:

**Boldly pursue member services is being done through:**

- continual upgrades to services,
- the business planning work that Co-op staff are undertaking through 2023 and into 2024,

- the new projects being implemented with our Covid Relief and Recovery Funding from the province of BC.

Help members be catalysts for healthy resilient communities is being advanced through:

- our work supporting climate action efforts in the public library sector, which is now ably being led through a committee of the BCLA,
- supporting sector wide professional development on mental health and wellness in collaboration with InterLINK and the BCLA,
- participating with the Digital BC group on advancement of that concept,
- the purchase of annual carbon offsets for the Co-ops greenhouse gas emissions,
- the Co-op remaining a certified living wage employer.

Model and advance library and cooperative values is being pursued through:

- The successful and ongoing collaboration at the BC Public Library Partners table, to increase funding for the sector in BC – Susanne’s comments - we saw the results of that work this year and hope to so more success in future years,
- our federally directed work with CELA and the Canadian Publishers Association, advocating for more support for people with print disabilities led to the creation of the new federal Equitable Access to Reading Program – details of which we hope to know more about in the fall,
- promoting education on the cooperative model with our members,
- our work ongoing work on decolonizing the catalogue,
- an annual contribution to an open-source technology development fund
- Working with the Public Library Accessibility Working Group to support public libraries in BC in their work to come into compliance with the Accessible BC Act. A special thanks to the Disability Alliance of BC for funding to engage with consultants at Untapped Accessibility. Those support offerings are now taking place
- establishing the co-op's own accessibility committee and developing an accessibility policy

Strengthen the Co-op as an organization and partner through:

- the continuation of our operations related work on finances and budget reporting, role to oversee budget, business and finance for the Co-op,
- building a 3-4 year rolling budget cycle for Co-op operations. And now thanks to enhanced support from the provincial government, we will be building a 4–5-year budget cycle mapping out additional investments in staff and internal capacities at the co-op,

- working with the Commons Consulting to conduct the Co-op's first Equity, Diversity and Inclusion audit,
- Working with GIA consulting, to develop a member engagement strategy for the organization. I should note that both of these processes were supported with funding from the Cooperators and from the BC Alliance for Cooperative Development.
- Implementing a recurring Home Office Allowance for staff, to help defray peoples home office costs,

As you can see, there's a lot at play - and the year ahead will continue to be a busy time at the co-op. As we begin to implement recommendations from our various planning efforts.

Ok, enough from me - I'll finish where i began, thanking our board, all of our staff and our members, for being along on this journey with us, and most importantly, for doing the great work that you, in supporting healthy and equitable communities across the country. And a very special thanks to Sharon and David, for organizing this AGM.

#### 6. Financial matters:

- a. FY22/23 Audited Financial Statements, (attached) for information (Lenora Lee, KPMG) - Lenora Lee provided a verbal update
- b. Appointment of the auditor (KPMG) for FY 23/24, *motion for approval*
  - i. Motion to approve appointment of the auditor (KPMG) for FY23/24  
*Moved by: Beth Davies Seconded by Deb Hutchison Koep Carried unanimously*
- c. FY23/24 working budget, for information

#### 7. Governance matters:

- a. Appointment of Board of Directors
  - i. Acclamation of Nominees (2) to the Board
  - ii. Introduction of new Board members: Jacqueline Kozak and Noreen Ma – Jacqueline and Noreen introduced themselves to members

#### 8. Recognition of Service (Shirley)

- a. Beth Davies and Anna Babluck – Shirley acknowledged the contributions made to the Board by both Beth and Anna as they both stepped down from their service at this AGM.

#### 9. Closing Remarks (Shirley)

10. Adjournment – 11:40am Pacific