



BCLibraries
COOPERATIVE

MINUTES Board Meeting Wednesday January 17, 2024, 10:00am-11:30am Pacific
(via zoom)

Regular board meeting – via Teams

[Meeting process sheet](#)

Board members present:

Shirley Lew (Chair), David Christensen, Mari Martin (ex officio), Kevin Stranack, Noreen Ma, Jacqueline Kozak

Regrets: Deb Hutchison Koep

Staff present:

Kevin Millsip, Sharon Herbert, Cimoan Atkins

1. Land acknowledgment – [Jacqueline, Mari, David C., Deb, Noreen, Kevin S., Shirley](#)
2. Welcome and approval of agenda - [Shirley \(2 mins\)](#)
 - a. Additional agenda items - Federal NNELS update
 - b. Approval of last November board meeting minutes (DC/KS) - approved
3. Finance committee – [Kevin S/Cimoan \(35 mins\)](#)
 - a. General Updates
 - i. Moving to deferral method of financials (verbal)
 - ii. True surplus status discussed with Lenora Lee from KPMG
 - iii. Project updates - Succession planning process to allow overlap of Acting Operations Manager with return of Operations Manager from leave; Financial Health check and Valuation report next steps to be discussed at next Finance committee meeting.
 - b. Budget preview – More work to do at Finance Committee before bringing budget back to Board for approval in February or March meeting.
 - c. Governance committee updates – **for information (35 mins)**
 - i. Board recruitment update – [Shirley](#)
 - ii. Special General Meeting (SGM) motion update – [Sharon](#)

1. Motion to change board terms from 3 to 4 consecutive terms was approved by the membership via e-vote in December. There were 85 votes cast in total, with 82 in favour and 3 abstentions. Quorum was 21. Motion carried. The Rules have been updated accordingly and posted on the website.
- iii. Board self-evaluations – Shirley
 1. Shirley to send all Board members an evaluation form and will arrange individual meetings to gather feedback and report back to the Board in a general way.
- iv. Strategic planning initial discussion – Kevin
 1. Current plan takes us through 2024. Considering options to refresh existing plan or undertake a full process. For further discussion at Governance Committee.
4. Other – (15 mins)
 - a. See 'Cloud White Paper Supplemental' document in your package
 - i. **Motion:** The Board authorizes staff to decommission the current co-location facility and move the Co-op's main technical operations to leased servers. (KS/DC) - approved
 - b. Partners update – Kevin.
 - c. PLAWG (Public Library Accessibility Working Group) update – Kevin
 - i. Last meeting was in December and there is funding still available to allocate. Awaiting outcome of survey to directors.
 - d. FYI – link to security update: <https://bc.libraries.coop/news/new-years-note-about-security/>
 - e. Federal NNELS update
 - f. Personnel update – Kathrin Kilburn to start February 5 as Member Engagement and Communications Coordinator, working 0.8FTE. Currently working as Communications Manager at Modo.
5. Board meetings: (10:00am-11:30am PST)
 - a. Black type = regular board meetings/Blue type = catch up/planning meetings:
 - i. ~~Sep 20, Oct 18, Nov 8, Dec 13, Jan 17, Feb 21~~ – Budget Approval, Mar 13, Apr 17, May 8, June 20 – AGM.
6. Adjournment – 11:13 am Pacific

Items for future board meetings:

- Staff Presentations: Tami Setala – Feb 21, Sharon Herbert - Apr 17,
- Strategic framework/plan update discussion
- AI and library sector