



MINUTES
REGULAR BOARD MEETING
GVPL Central Branch, 735 Broughton Street
Community Meeting Room & MS Teams
May 27, 2025

A hybrid meeting of the Greater Victoria Public Library Board was held on the above date. The following individuals were in attendance:

Board Members:

Trustee A. Appleton
Trustee K. Boehnert
Trustee S. Donaldson
Trustee D. Grove
Trustee R. Henderson
Trustee S. Khair (Chair)
Trustee S. Lansdowne
Trustee G. Lemon
Trustee R. McClure
Trustee G. Newton
Trustee T. Phelps Bondaroff
Trustee R. Ranjan
Trustee K. Roessingh
Trustee R. Stromberg
Trustee N. White
Trustee M. Wey

Regrets:

Trustee D. Cavens
Trustee S. Kim
Trustee M. Morley
Trustee N. White

Staff:

M. Sawa, CEO/Board Secretary
M. Barnes, Assistant Director, Finance
D. Wood, Executive Director, Library Services
A. Shojaei, Assistant Director, Safety, Security, Facilities and Risk Management
E. Russell, Recording Secretary
R. Baugniet President, CUPE 410

1. CALL TO ORDER

S. Khair called the meeting to order at 12:00 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

S. Khair provided the Indigenous Acknowledgement.

3. WELCOME AND INTRODUCTIONS

4. APPROVAL OF CONSENT AGENDA

Moved by Trustee Roessingh seconded by Trustee Appleton,

THAT items 4.1 & 4.2 be approved, items 4.3 to 4.5 be received for information.

4.1 Approval of Agenda

4.2 Approval of Minutes – April 22, 2025

4.3 Chair Report

4.4 CEO Report

4.5 Liaison Report- IslandLink Library Federation

MOTION CARRIED

5. CHAIR'S REMARKS

Chair Khair noted the events that took place in May, which included the representing the board at the Emerging Local Authors (ELAC) celebrations, and the Spring 2025 Board Retreat. The Federal of Canadian Municipalities (FCM) conference is being held in Ottawa for council members. The document containing talking points for those able to advocate for an increase in funding to Public Libraries has been shared with all trustees to share with their colleagues.

6. COMMITTEE REPORTS

6.1. Finance Committee- Oral Report

Trustee Roessingh, chair of the Finance Committee, reported that the committee met on May 13th, 2025. This meeting included presentations from our Auditors, KPMG and staff as they reviewed the audit findings report, audited financial statements and the Statement of Financial Information (SOFI) for Fiscal 2024.

6.1.1. Draft Audited Financial Statement- Fiscal 2024

Moved by Trustee Appleton, Seconded by Trustee Wey

THAT the Greater Victoria Public Library approve the Draft Audited Financial statements- Fiscal 2024

MOTION CARRIED

6.1.2. Statement of Financial Information (SOFI)

Moved by Trustee Appleton, Seconded by Trustee Wey

THAT the Greater Victoria Public Library approve the Statement of Financial Information (SOFI) Fiscal 2024

MOTION CARRIED

7. NEW BUSINESS

7.1. Staff Development Day

M. Sawa noted that GVPL has regularly held "Staff Development Day" before COVID it was an annual event, where staff are brought together for education, with a keynote and opportunities workshops and team building across the system. The last "Staff Day" was held in October 2022. Staff are requesting approval for a system wide closure on November 28, 2025, so that a staff day can be held.

Moved by Trustee Lemon, Seconded by Trustee Phelps Bondaroff

THAT GVPL be closed system-wide for Staff Development Day on November 28, 2025

MOTION CARRIED

7.2. GVPL.ca Project

M. Sawa introduced the GVPL.ca project update, with M. Collyer and J. Gingera providing a presentation highlighting the phased approach being utilized and where the project is to date, and what is coming up. Phase one is planned to be completed by the Fall 2025.

8. IN CAMERA MEETING

Moved by Trustee Roessingh, Seconded by Trustee Appleton

THAT the May 27, 2025 Greater Victoria Library Public Meeting move in-camera

MOTION CARRIED

9. NEXT MEETING DATE:

June 24, 2025; 12:00 pm - 1:00 pm

10. ADJOURNMENT

Moved by Trustee Roessingh, Seconded by Trustee Appleton

THAT the May 27, 2025 Regular Board Meeting be adjourned.

MOTION CARRIED

Board Chair

Board Secretary