



AGENDA

Greater Victoria Public Library Board Board of Trustees Regular Meeting

Date: Tuesday, June 24, 2025

Time: 12:00-1:00 PM

Location: In Person: Community Room, Central Branch, 735 Broughton Street, Victoria, BC
Electronically: Microsoft Teams

1. Call to Order

2. Territorial Acknowledgement

Greater Victoria Public Library's service area is located within the traditional territories of many First Nations, known today as the Songhees First Nation and Xwsepsəm (Esquimalt) First Nation, as well as the WSÁNEĆ Nations and Sc'ianew (Beecher Bay) First Nation.

Their historical relationships with the land and sea continue to this day. It is an honour to work on these sacred lands that they have stewarded since time immemorial

3. Welcome and Introductions

4. Consent Agenda

Motion to Approve

4.1. Approval of Agenda

4.2. Approval of Minutes – May 27, 2025 Attachment 4.2

4.3. CEO Report Attachment 4.3

4.4. Correspondence

4.4.1. Patron Letter received June 19, 2025 Attachment 4.4.1

5. Chair's Remarks

For Information

5.1. Chair Report- Oral Report

6. Committee Reports

6.1. Planning and Policy Committee- Oral Report

For Information

7. New Business

7.1. B.C. Summer Reading Club - Staff Presentation

For Information

8. Next Meeting Date

September 16, 2025 12:00pm – 1:00pm

9. Adjournment



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 Emerging Local Authors (ELAC) celebrations, and the Spring 2025 Board Retreat. The Federation of Canadian Municipalities (FCM) conference is being held in Ottawa. A document containing key speaking points for those advocating for an increase in funding to Public Libraries will be distributed to 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 Days" to bring all staff together for education 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



June has been a busy month for GVPL. In addition to Pride, National Indigenous History Month (and National Indigenous Peoples Day), Audiobook Month, Canadian Multiculturalism Day and World Refugee Day, June also marks the launch of the B.C. Summer Reading Club.

BC Summer Reading Club

Registration for the BC Summer Reading Club (SRC) opened on Friday, June 20th. The BC SRC is a self-paced program that encourages children 14 years old and younger to read throughout the summer to develop and maintain regular reading habits and skill levels. The BC Summer Reading Club plays an important role in supporting literacy and learning during the school break, and it offers families a meaningful way to stay engaged with the library. This year's theme is "Colour Your Summer" and the illustrations are by BC artist Lauren Achtem. A staff presentation will be delivered at the June Board meeting to provide an opportunity to learn more about this year's program.

National Indigenous Peoples Day

Celebrations took place on Friday, June 20 at Royal Roads University in recognition of National Indigenous Peoples Day, which is observed on June 21. GVPL staff from our Cultural Communities Portfolio and the Marketing and Development team participated in this annual gathering connecting with attendees and reflecting our continued commitment to reconciliation.

Staff Emergency Evacuation Training and Drill Program

GVPL's staff emergency preparedness training sessions began this past week and will continue through June 27. To accommodate the time required for each session, branch opening hours have been adjusted on a rotating basis to allow all staff to participate. These sessions provide valuable hands-on experience, clarify staff roles during emergencies, and strengthen our collective readiness to respond with confidence and care. I would like to thank all staff involved for the work that has been done to develop and prepare for this training program which has been designed to build a strong foundation for staff safety through both proactive planning and responsive action.

Director, People and Culture

I am pleased to announce the appointment of Daylin Fergusson-Hirmer as GVPL's new Director, People and Culture. Daylin brings significant experience in human resources, organizational development, equity-informed leadership, and workplace wellness. Her background aligns closely with GVPL's values and strategic direction. I look forward to introducing Daylin to trustees at the June 24 Board meeting.

Maureen

Attachment 4.4.1



A request for a reading room/GVPL depot in the Admirals Walk area at the corner of View Royal, Esquimalt, & Saanich, adjacent to the Songhees & Esquimalt First Nations.

From [REDACTED]
 Date Wed 2025-06-18 12:26 PM
 To info@viewroyal.ca <info@viewroyal.ca>; mayorandcouncil@viewroyal.ca <mayorandcouncil@viewroyal.ca>
 Cc reception@saanich.ca <reception@saanich.ca>; council@saanich.ca <council@saanich.ca>; council@esquimalt.ca <council@esquimalt.ca>; info@songheesnation.com <info@songheesnation.com>; andrea@esquimaltnation.ca <andrea@esquimaltnation.ca>; calie@esquimaltnation.ca <calie@esquimaltnation.ca>; Erika Russell <erussell@gvpl.ca>

You don't often get email from [REDACTED]. [Learn why this is important](#)

*** [This message originated from outside GVPL. Do not click links or open attachments unless you recognize the sender and know the content is safe.] ***

June 18, 2025

To:

View Royal Mayor and Council

Esquimalt Mayor and Council

Saanich Mayor and Council

Greater Victoria Public Library (GVPL)

Songhees and Esquimalt First Nations

Executive Summary:

A request for a reading room/GVPL depot in the Admirals Walk area at the corner of View Royal, Esquimalt, and Saanich, adjacent to the Songhees and Esquimalt First Nations.

Good day,

I moved to View Royal (Craigflower & Admirals) four years ago and have been continuously surprised and impressed by the bountiful outdoor recreation opportunities, walkability, and community events. Perhaps this is why I've noticed more and more young families and retirees arriving to establish their roots or spend their golden years here.

In general, I believe the Admiral's Walk area is well-serviced with amenities, however the majority of them are clustered around the Juan de Fuca region which, while close geographically, is worlds away when considering rush hour traffic or car-free alternatives. Although the shopping centre is a hub for the area and is well-serviced by transit, it's far from pools, community centres, and libraries; getting to the

closest library in Esquimalt requires two buses and can take up to an hour and a half each way, with some stops having no shelter from the rain. I understand there was a reading room at the top of the hill by the 4 Mile Pub that was recently closed due to a lack of funding, and I respectfully request that this be re-examined. Establishing a modern reading room with consistent hours and the ability to return books/pick up holds would be a low-cost way of extending access to a dense and growing region, nearby senior centres, multiple schools, and to the neighbouring Esquimalt and Songhees First Nations. It could also host a community bulletin board, provide a space for outreach for local government initiatives, and empower lower income individuals to connect with services that support and uplift them.

With rising costs and fiscal restraint becoming more commonplace I appreciate that capital expenditures are undergoing a thorough review, however given that Admirals Walk lies at the nexus of three districts and two nations, a cost-sharing partnership between them and a commercial vendor would alleviate the burden of funding and be a model for demonstrating collaboration. In light of this I've kept my request reasonable: a storefront in the Admiral's Walk shopping centre with a few racks of new and popular titles, a selection of comfortable chairs and study carrels for reading and homework, Wi-Fi, an attendant, and most importantly, the ability to pick up holds from the GVPL and return books. (For a sense of scale, imagine something akin to the Esquimalt library but at ¼ of the size or smaller.) I firmly believe that this would provide a sorely needed third space that fosters community building, reconciliation, and integration at a time where it's more important than ever.

Thank you for your consideration. Should you need to reach out to me for any further information please feel free to contact me using the details below.

Kind regards,

[REDACTED]

[REDACTED]