



MINUTES
REGULAR BOARD MEETING
GVPL Central Branch, 735 Broughton Street
Community Meeting Room & MS Teams
November 25, 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 K. Boehnert
Trustee D. Cavens (Vice Chair)
Trustee S. Donaldson
Trustee D. Grove
Trustee S. Khair (Chair)
Trustee S. Kim
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 A. Appleton
Trustee R. Henderson
Trustee M. Morley

Staff:

M. Sawa, CEO/Board Secretary
M. Barnes, Assistant Director, Finance
M. Collyer, Director Marketing & Communications
D. Fergusson-Hirmer, Director, People & Culture
R. Hadziev, Acting Director, Special Projects
D. Joyce, Acting Director, Library Services
R. Rogers, Acting Assistant Director, Collections and Technical Services
A. Shojaei, Assistant Director, Facilities, Safety, Security and Resource Mgt
D. van der Linde, Acting Assistant Director, Service Design
E. Russell, Recording Secretary
R. Baugniet, CUPE 410

1. CALL TO ORDER

S. Khair called the meeting to order at 12:02 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

S. Khair provided the Indigenous Acknowledgement.

3. WELCOME AND INTRODUCTIONS

4. APPROVAL OF CONSENT AGENDA

Moved by Trustee Lemon, Seconded by Trustee Phelps Bondaroff

Email from Patron received November 8, 2025 be removed from the consent agenda and moved under new business as item 8.3

Moved by Trustee T. Phelps Bondaroff; Seconded by Trustee Lemon

THAT items 4.1 & 4.2 be approved, and items 4.3 & 4.4 be received for information.

4.1 Approval of Agenda

4.2 Approval of Minutes – October 28, 2025

4.3 Chair Report

4.4 CEO Report

MOTION CARRIED

5. CHAIR'S REMARKS

S. Khair shared her experience at the new Shanghai Library and described the technology that is being used within the library. GVPL is co-presenting with the University of Victoria Library a screening of "The Librarians" at the Cinecenta on November 26, 2025, with a panel discussion afterward. Trustees were also reminded that GVPL's staff day is being held on Friday November 28 at UVIC and they are welcome to attend the opening Keynote and plenary speaker sessions.

6. BUSINESS ARISING

6.1. The Collection presentation follow-up discussion

Further to the presentation from the October meeting, R. Rogers provided an overview of the different procurement strategies that are used to build and maintain GVPL's collection.

D. Joyce reported on the library materials giveaway trucks; this pilot project provides gently used, discarded library materials a second life by allowing patrons to bring these materials home. The offerings have been expanded to include additional formats, such as movies and CDs. These discarded items are available at branches for patrons to take free of charge or by donation.

7. COMMITTEE REPORTS

7.1. Planning & Policy Committee – Oral report

Trustee N. White provided an update from the November 7, 2025 Planning and Policy Committee meeting, where staff presented proposed updates to the Declaration of Interest Policy and the Rules of Procedure Policy. As part of KPMG's Audit Findings Report for the 2022 and 2023 year-end audits, it was recommended that a final declaration be collected at the end of each Board member's term. The committee also requested that staff revise the policy language to be more inclusive. The next committee meeting is scheduled for December 9 to review recommendations for an updated policy framework.

7.1.1 Board Trustee Declaration of Interest & Board Rules and Procedures Update

Moved by Trustee T Phelps Bondaroff; seconded by Trustee K. Roessingh

THAT the GVPL Board of Trustees approve the Trustee Declaration of Interest & Board Rules and Procedures Update

MOTION CARRIED

8. NEW BUSINESS

8.1 GVPL Library Card Campaign

M. Collyer provided a preview of the Library card membership campaign that will be launched in the new year.

8.2 GVPL.ca website Update

Full presentation will be provided with the results of the design testing to the board in January

8.3 Email from Patron received November 8, 2025

M. Sawa advised the board that the patron was questioning the list posted on gvpl.ca of organizations accepting book donations as GVPL does not accept book donations. This list of local resources was created for information purposes to assist those searching for local organizations who are accepting book donations. As part of the re-development of gvpl.ca, the donations section will be reviewed.

9. IN CAMERA

Moved by Trustee K. Roessingh; seconded by Trustee Ranjan

THAT the Board of Trustees move in camera

MOTION CARRIED.

10. NEXT MEETING DATE:

December 16, 2025; 12:00 pm - 1:00 pm – Esquimalt Gorge Pavilion

11. ADJOURNMENT

Moved by Trustee Wey; Seconded by Trustee Lemon

THAT the November 25, 2025, Regular Board Meeting be adjourned.

MOTION CARRIED

Board Chair

Board Secretary