



MINUTES
REGULAR BOARD MEETING- Festive Lunch
GVPL Central Branch, 735 Broughton Street
Community Meeting Room & MS Teams
December 16, 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 D. Cavens (Vice Chair)
Trustee S. Donaldson
Trustee D. Grove
Trustee R. Henderson
Trustee S. Khair (Chair)
Trustee S. Lansdowne
Trustee G. Lemon
Trustee R. McClure
Trustee T. Phelps Bondaroff
Trustee R. Ranjan
Trustee K. Roessingh
Trustee R. Stromberg
Trustee N. White
Trustee M. Wey

Regrets:

Trustee S. Kim
Trustee M. Morley
Trustee G. Newton

Staff:

M. Sawa, CEO/Board Secretary
D. Fergusson-Hirmer, Director, People & Culture
S. Harrison, Acting Assistant Director, Service Design
D. Joyce, Acting Director, Library Services
A. Shojaei, Assistant Director, Facilities, Safety, Security and Resource Mgt
D. van der Linde, Coordinator, Service Design
E. Russell, Recording Secretary
K. Wood, Executive Assistant
R. Baugniet, CUPE 410

1. CALL TO ORDER

Trustee S. Khair called the meeting to order at 12:23 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

Trustee S. Khair provided the Indigenous Acknowledgement.

3. WELCOME AND INTRODUCTIONS

Trustee S. Khair welcomed everyone to GVPL's Annual Festive Lunch and Board meeting.

4. APPROVAL OF CONSENT AGENDA

Moved by Trustee Roessingh , Seconded by Trustee Cavens

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 – November 25, 2025

MOTION CARRIED

5. CHAIR'S REPORT

Trustee S. Khair highlighted key Board activities from the past year, including the annual Board Retreat held in May, the openings of the Nellie McClung Express Branch, and the Esquimalt Branch Media Lab, participation in Staff Day, and the work accomplished by the Planning and Policy Committee and Finance Committee. She also noted the Board's engagement in various advocacy events such as the Association of Vancouver Island and Coastal Communities(AVICC) conference in Nanaimo and the Union of British Columbia Municipalities (UBCM) Conference in Victoria to promote sustainable funding for public libraries.

6. CEO REPORT

M. Sawa highlighted activities in progress since the November meeting and thanked the board for their support of the November 28 Staff Day event.

7. COMMITTEE REPORTS

7.1. Planning & Policy Committee – Oral report

Trustee N. White provided an update from December 9, 2025, Planning and Policy Committee meeting, when staff presented the revised policy G.2 Policy Authority and Maintenance which provides a framework for governance of board policies, and operational/administrative policies.

7.1.1 Staff Report

Moved by Trustee N. White; seconded by Trustee G. Lemon

THAT the GVPL Board of Trustees "Approve the revised G.2 – Policy Authority & Maintenance and related Appendices"

MOTION CARRIED

8. NEW BUSINESS

8.1 Trustee Recognition

Trustee S. Khair acknowledged the efforts of all trustees over the past year, highlighting the roles of the Board Vice-Chair, and the Committee Chairs and Vice Chair.

9. NEXT MEETING DATE:

January 27, 2026 12:00-1:00 Central Branch Community Room

10. ADJOURNMENT

Moved by Trustee Wey; Seconded by Trustee Lemon

THAT the December 16, 2025, Regular Board Meeting be adjourned.

MOTION CARRIED

Board Chair

Board Secretary