



2021 BUSINESS MEETING AGENDA

April 15, 2 – 4 pm PST

Zoom:

<https://us02web.zoom.us/j/84267045072?pwd=VHhrbmVnaS93Y3NmVFk2dUFkNFRQOT09>

2:00 - 3:00 BUSINESS MEETING

2:00 – 2:05

Welcome and introductions

1. Approval of agenda

2:05 – 2:35

2. Stakeholder Reports/Updates

201. Canadian Urban Libraries Council (CULC)
202. BC Library Federations
203. BC Public Libraries Branch
204. BC Library Association (BCLA)
205. BC Library Trustees Association (BCLTA)
206. BC Libraries Cooperative (COOP)
207. BC Public Library Partners

2:35 – 2:40

3. Consent Agenda

301. Approval of October 22, 2020 minutes
302. Correspondence
303. ABCPLD 2021 Operating Plan

2:40-3:00

4. Chair's Report

401. 2020 Report

402. Acknowledgement of 2021 Retirements

3:00-3:10

5. New Business

501. Mentorship Team

502. Bookkeeper/Admin role

3:10-3:45 ANNUAL GENERAL MEETING

3:45-3:55

6. Closed Session

601. Any follow up questions or comments from any previous item on the agenda?

602. Executive Director contract

3:55-4:00

7. Next Meeting: Date and Location

4:00 Adjournment



ASSOCIATION OF BRITISH COLUMBIA
PUBLIC LIBRARY DIRECTORS

2020 FALL MEETING MINUTES

5 November 2020 | Virtual using Zoom

In attendance:

Jim Bertoia	Sparwood	Judy Moore	Thompson Nicola Regional
Hilary Bloom	Squamish	Toby Mueller	Lillooet
Rosemary Bonnano	Vancouver Island Regional	Sam Murphy	Trail
Ursula Brigl	Cranbrook	Don Nettleton	Okanagan Regional
Rebecca Burbank	Powell River	Tina Nielsen	Bowen Island
Paul Burry	Prince George	Carmen Oleskevich	Pender Island
Brian Butler	Hazelton	Claire Paradis	Nakusp
Heather Buzzell	Penticton	Lisa Rees	Granisle
Leianne Emery	Sechelt	Beverley Rintoul	Rosland
Heather Evans-Cullen	Gibsons	Marc Saunders	Port Moody
Alex Faucher	Elkford	Maureen Sawa	Greater Victoria Regional
Karli Fisher	Fort St James	Julie Spurrell	New Westminster
Cari Lynn Gawletz	Grand Forks	Tracey Therrien	Nelson
Emma Gillis	Pemberton	Elizabeth Tracy	Whistler
Steph Hall	West Vancouver	Susan Walters	Richmond
Scott Hargrove	Fraser Valley Regional	Wendy Wright	Smithers
Karen Hudson	Salt Spring Island	Andrea Freeman	Executive Director, ABCPLD
Deb Hutchison Koep	North Vancouver City		

1. Business Meeting - called to order at 2:04 pm
Motion to accept agenda: Scott Hargrove / Deb Hutchison Koep, CARRIED

2. Consent Agenda
201. Approval of June 23, 2020 minutes
Motion to accept minutes: Maureen Sawa / Steph Hall, CARRIED

3. Chair's Report

301. First 6 Months as Chair

- Excited and grateful by the groundwork laid by predecessors in this role
- The Chair role has changed from being more operational to a more strategic Board role. This is due to ABCPLD having an Executive Director who is increasingly taking on more aspects of the operations.
- This year has been a true test of our creativity, compassion and stamina. Some of my drive to adapt is thanks to the “brain trust” from the ABCPLD table - all of you.
- My hope is we’ll continue to capitalize on our collective trust and wisdom to feed our professional development using the powerful virtual forum we’ve created during the pandemic, continue to be the democratic organization we’ve always been, and hold a space for dialogue and key decision making by the membership, and continue to evolve the Board as a group that reflects the diversity of the membership and make it possible for anyone interested to serve.
- Thanks to Andrea, Susan, Ursula, Marc and Karen on moving these objectives forward into the future.

302. Library Partners and Advocacy Work

- One of the highlights was the 2019 UBCM conference in Vancouver. The Partners secured a corner booth at the Tradeshow, and we ran one of the most talked about campaigns there - \$20 Million in 2020. A highlight was delivering hundreds of postcards with signatures supporting this campaign to the desk of Education Minister Rob Fleming.
- As a result of the advocacy by the Partners and others, the Ministry generously took us up on the idea of one time funding, \$3 million for technology upgrades and projects.
- The Partners presented to the Select Standing Committee in June 2020, sharing about the role of libraries in our communities, sharing the increased dependence on libraries during COVID, resources and the cost of business going up, and the lack of inflationary increases since 2010. As well as the challenges faced in the pandemic.
- We invited library boards and local governments to lend their voice to action by sending letters to the Select Standing Committee.
- We sent letters to each political party, asking for ongoing increased funding to library operating grants and one time ask for COVID recovery funds for public libraries.
- Ongoing is our relationship building with the Minister of Education and the Assistant Deputy Minister as well as the role of the advisory group working to support the creation of the Ministry strategic plan, as well as collaborating with Interlink on changes to the annual survey, and gaining clarifications on the various legislations that govern public libraries.
- Thanks to outgoing Partners: Scott Hargrove, Shirley Lew, Sharon Herbert, Babs Kelly and Dana McFarland; thanks to current and continuing Partners: Annette de Faveri, Kevin Millsip, and Andrea Freeman; and finally thanks to our most recent additions: Susan Walters, Todd Mundle, Jerrilyn Schembri, and Beth Davies

4. New Business

401. Changes to Committee Roles

Over the last few months, we’ve had meetings to discuss how ABCPLD has evolved, largely stemming from how the role of Executive Director has evolved to take on the work that was traditionally done by the Committee roles.

Received for information.

402. Delegates at ABCPLD Meetings

As outlined in the background report, this topic has come up a number of times over the last few years. This is a decision that needs to be made by the members, for the members.

There were some member questions and conversation to clarify understanding, and then the decision was put to a vote using the zoom polling feature. The result was very close between Proposal #2 and #3, so further conversation ensued followed by a second poll removing the first option Proposal #1.

Poll results:

- Proposal #1: Full Access - attend all meeting types and full participation, including voting - 3 votes
- Proposal #2: Restricted Access - attend all meeting types except in-camera and restricted

participation, excluding voting - 17 votes

- Proposal #3: Existing Practice - attend only guest portion of information sharing zoom calls - 43 votes

Proposal #3 was incorporated into the draft ABCPLD policy "Delegates Attending Meetings."

Motion to approve the ABCPLD policy on Delegates Attending Meetings: Scott Hargrove / Heather Buzzell, CARRIED

5. Next Meeting: Thurs April 15, 2021 (2-4 pm PST) - virtual

6. Adjournment: 2:40 pm

Motion to adjourn the meeting: Steph Hall / Deb Hutchison Koep, CARRIED

302. Correspondence

1162963

Scott Hargrove

Chair

The Association of BC Public Library Directors

[no address given, 'letter' attached to email from shargrove@fvrl.bc.ca

Dear Mr. Hargrove:

Thank you and your colleagues at the Association of BC Public Library Directors for your letter of April 27, 2020, regarding the novel coronavirus (COVID-19). I am pleased to respond on behalf of the Honourable Adrian Dix, Minister of Health and Provincial Health Officer, Dr. Bonnie Henry.

Protecting the health and safety of British Columbians is the top priority of the Ministry of Health (the Ministry). The Provincial Health Officer, BC Centre for Disease Control (BCCDC), and the Ministry are taking a deliberate and thoughtful approach to managing the COVID-19 pandemic, learning from other jurisdictions that are farther along, while staying alert to changes here in BC. We have taken a whole government approach to prepare, contain, and break the chain of COVID-19 transmission.

Thank you for taking the time to bring your inquiries to our attention. I will answer them to the best of my ability, it is important to note our knowledge of COVID-19 continues to grow as new information becomes available. Across the country, the federal, provincial, and territorial governments are using this new evidence to inform and adjust our public health actions as circumstances develop globally.

Regarding your inquiry about the re-opening of British Columbia Public Libraries, I can advise only some types of businesses have been ordered to close. Any business or service that has not been ordered to close, and is not identified as an essential service, may remain open or re-open if they can adapt their services and workplace to adhere to the orders and recommendations made by the Provincial Health Officer. All organizations and services must follow all the Provincial Health Officer's Orders, notices, and guidance to ensure safe operations and reduce the risk of exposure to COVID-19. You may find an updated list of PHO orders, notices and guidance here:

<https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>

You can also learn more about COVID-19 in the workplace at:

<https://www.worksafebc.com/en/about-us/covid-19-updates>.

At an organizational level, your workplace can consider increasing routine cleaning practices – if people are cleaning and disinfecting frequently touched surfaces once a day, move to twice a day or more. It is not certain how long the virus that causes COVID-19 survives on surfaces, but it seems to behave like other coronaviruses. Studies suggest that coronaviruses (including preliminary information on the COVID-19 virus) may persist on surfaces for a few hours or up to several days. This may vary under different conditions (e.g. type of surface, temperature or humidity of the environment). I can advise that coronaviruses are generally thought to be spread most often by respiratory droplets. Typically,

coronaviruses do not survive long on surfaces outside the body. However, if you think a surface may be infected, clean it with simple disinfectant to kill the virus and protect yourself and others. I encourage you to visit the BC Centre for Disease Control (BCCDC) website for more information on how to disinfect and sanitize surfaces – in this case, library materials and spaces – to help protect your employees as well as the communities you serve, the website is available here:

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/cleaning-and-disinfecting>

I also welcome you to visit the following webpage from the International Federation of Library Associations and Institutions (IFLA) for library specific COVID-19 resources which your Association may find helpful: <https://www.ifla.org/covid-19-and-libraries>

Additionally, a dedicated phone service is available to provide non-health related information about COVID-19 by calling 1 888-COVID19 (1 888-268-4319). A service representative is available seven days a week, from 7:30 a.m. to 8 p.m., and information is available in more than 110 languages.

Regarding access to Personal Protective Equipment (PPE), I would invite you to connect with your local suppliers or grocery stores to learn about incoming shipments personal protective equipment (PPE) for the employees you represent, if possible. While I recognize this may not be ideal for regional public library employees, due to the pandemic, PPE is in extremely high demand and, consequently, stock is low globally and here in BC. The Ministry and Provincial Health Services Authority Supply Chain, our central, provincial purchasing and procurement organization, are working hard to ensure that medical supplies are being managed and shared across the health care system, prioritizing distribution to ensure availability in the most critical situations.

Wearing a non-medical mask is another way to cover your mouth and nose to prevent your respiratory droplets from contaminating others or landing on surfaces. Just like our recommendation not to cough into your hands (instead, cover your cough with tissues or your sleeve), a non-medical mask can reduce the chance of others coming into contact with your respiratory droplets. If wearing a non-medical mask makes employees feel safer and stops them from touching their nose and mouth, then it is beneficial, but they must remember not to touch or rub their eyes. However, it is important to note, any mask, no matter how efficient at filtration or how good the seal, will have minimal effect if it is not used together with other preventative measures, such as frequent hand washing and physical distancing. For more information, I invite your Association to review the COVID-19 Prevention and Risks page:

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks.html>

Our regional libraries are incredibly vital components of our communities. I urge you to use the information provided discerningly in the best interest of the people of BC. I am pleased to support your Association in navigating this challenging and unprecedented time, we must all continue to show kindness and care for our communities as we do all we can to continue to flatten our curve.

As always, you can help keep yourself and your community safe by adopting the same measures used to prevent other common respiratory viruses during winter. These include cleaning your hands regularly with soap and water or alcohol-based hand rubs, coughing or sneezing into your elbow sleeve, disposing of used tissues in the garbage, avoiding touching your face and eyes, and staying away from others if you

are sick yourself. Anyone concerned they may be experiencing symptoms of COVID-19 should contact their primary-care provider, local public health office, call 8-1-1 for further steps, or use the BC COVID-19 Symptom Self-Assessment Tool, which can be found here: <https://covid19.thrive.health/>.

During this challenging time, it is important to maintain connections with friends, family, and colleagues while many of us stay at home. To minimize the risk of exposure, we recommend giving consideration for virtual gatherings, practicing physical distancing, and forgoing usual greetings. Getting outside in our many parks, walking our pets, or going for a bike ride are all safe provided physical distancing is possible. Physical distancing, staying a fingertip-to-fingertip distance away from each other and staying home whenever possible, is a critical line of defence to prevent exposure to COVID-19. The *COVID-19 Provincial Support and Information* webpage is a useful tool which might be helpful to you. The webpage is available at: www.gov.bc.ca/covid19.

HealthLinkBC is the best resource for all those in BC who have health related questions about COVID-19. Health experts are available to help you with your non-emergency health concerns about COVID-19 and can direct you in accessing care. Please see HealthLinkBC's website at: <https://www.healthlinkbc.ca/health-feature/coronavirus-covid-19> or call 8-1-1 (7-1-1 for the deaf and hard of hearing) if you have questions. Translation services are available in more than 130 languages. For more information and latest updates on COVID-19, I invite you to visit the BCCDC website: <http://www.bccdc.ca/>.

I appreciate the opportunity to respond, and hope you find this information helpful.

Sincerely,

Thomas Guerrero
Executive Director

CC: EDUC.Minister@gov.bc.ca; Jennifer.McCrea@gov.bc.ca; Mari.Martin@gov.bc.ca; etracy@whistlerlibrary.ca; Susan.Walters@yourlibrary.ca; andreamfreeman@gmail.com

Improvement through every concern.



Patient and Client Relations
Corporate Issues and Client Relations
Ministry of Health



Nov 16, 2020

Shayne Ramsay
CEO, BC Housing

Re: Homeless/Underhoused Population and Public Libraries

Dear Mr. Ramsay,

I'm writing to you on behalf of the Association of BC Public Library Directors. We represent the leaders of all 71 public libraries across British Columbia.

We meet as a group on a regular basis. At a recent meeting, we discussed our shared concern about how COVID-19 restrictions in libraries have made it particularly tough on the homeless and underhoused populations in our communities.

You may already be aware of this, but for decades, libraries have played a critical role in filling a social services gap. Libraries are a safe, warm place for the homeless and underhoused to find refuge. We offer bathrooms, comfortable places to sit, and free computer and internet access. We welcome everyone, without judgment or stigma. We are proud that libraries are a place that this population feels safe and comfortable to come to.

This is also why we're so concerned about the upcoming winter season.

Like all facilities, libraries have had to put restrictions in place to help mitigate the spread of COVID-19. This means less physical space for people to be in libraries, and it means restrictions on the time that people spend in libraries. This is fine for the average citizen who has a warm home to return to, but we're concerned about those who use the library as their only warm place. This is especially concerning in BC communities with limited or no shelters where vulnerable people must rely on the library to stay safe and warm.

The homeless and underhoused are important members of our society and we're proud of the way libraries have historically stepped up and contributed towards their safety, well-being and quality of life. At this time, recognizing that during the pandemic libraries will not be able to serve this important role, we encourage you to direct additional resources towards 24 hour shelters, especially during the extreme temperatures of winter and summer months.

We look forward to hearing from you.

Elizabeth Tracy
Chair, The Association of BC Public Library Directors
Library Director, Whistler Public Library

[BC-Partners] Welcome Minister Osborne from The Association of BC Public Library Directors!

From: **Elizabeth Tracy** | etracy@whistlerlibrary.ca

Tuesday, Dec 1, 2020, 12:40
PM

To: **MAH.minister@gov.bc.ca** | MAH.minister@gov.bc.ca, **MAH.DMO@gov.bc.ca** |
MAH.DMO@gov.bc.ca

Cc: **Bcpartners** | bcpartners@lists.bclibrary.ca

Dear Minister Osborne,

Congratulations on your new ministerial assignment!

I'm writing on behalf of the Association of BC Public Library Directors (ABCPLD). We're a member of the BC Public Library Partners, a coalition of four public library organizations that together represent the BC public library community.

The Association of BC Public Library Directors is an executive association for the 71 leaders of BC's public libraries. We serve as a platform for knowledge exchange, and provide organized representation to both provincial and federal government on behalf of library administration.

We're excited for the opportunity to work with you and Deputy Minister Okenge Yuma Morisho, and look forward to finding ways that public libraries can forward the goals of your department and the government.

Warm regards,

Elizabeth Tracy
Chair, Association of BC Public Library Directors

[Elizabeth Tracy](#)

RESORT MUNICIPALITY OF WHISTLER

TEL: 604-935-8438



January 7, 2021

Ref: 258298

Elizabeth Tracy, Chair
Association of BC Public Library Directors
Email: etracy@whistlerlibrary.ca

Dear Elizabeth Tracy:

Thank you for your correspondence. I appreciate the kind words you shared as I step into this new role.

I am honoured to serve British Columbians as Minister of Municipal Affairs. Swearing the Oath as a minister comes with a tremendous responsibility, and a commitment to making sure British Columbians' lives are better, safer, and more affordable. This commitment is even more important at a time when people across British Columbia, and indeed the world, face significant challenges presented by a global pandemic.

I look forward to hearing your thoughts and ideas as we continue to deliver services that make a difference in the lives of British Columbians.

Thank you again for writing.

Sincerely,



Josie Osborne
Minister of Municipal Affairs



February 17, 2021

To: Public Library Partners:

BC Library Trustees Association
BC Library Association
BC Libraries Cooperative,
Association of BC Public Library Directors

Dear Colleagues:

It is with pleasure that I am writing to introduce myself as the Assistant Deputy Minister, Local Government, in the Ministry of Municipal Affairs (MUNI). The Local Government Branch (LGD) is very pleased to now also have responsibility for the Public Libraries Branch and community literacy portfolio.

LGD offers programs to support communities and focuses on stewardship of the local government system. Along with Public Libraries, our branches include Planning and Land Use Management, Local Government Infrastructure and Finance, Governance and Structure and Local Government Policy, Research and Legislation. LGD also has some statutory responsibilities, such as my role as the Inspector of Municipalities, as well as coordinating key matters such as the annual Union of British Columbia Municipalities (UBCM) Convention and UBCM relations.

Prior to my time at MUNI, I held Assistant Deputy Minister and Executive Financial Officer roles serving Ministries of Attorney General, Public Safety and Solicitor General, Finance, Labour and Citizens' Services, as well as the Office of the Premier, the Public Service Agency and various other entities. I've been a public servant for over 20 years, and it has taught me just how important it is to foster strong, collaborative partnerships to get the best results for everyone in British Columbia.

Public libraries have a pivotal role in equitable access to the information and services that British Columbians need, regardless of their location. In this time of uncertainty, libraries are a trusted resource for reliable information, digital materials, and community engagement. I understand that the success of our library system is based on collaboration between the boards, staff, partners, federations and governments. Through the Provincial Strategic Plan for Public Library Service, the Public Libraries Branch will continue to work together with the Partners to help improve and extend library services. In support of this cooperation, I look forward to an opportunity to meet to learn more about your organizations and goals and discuss how we can best work together to support B.C.'s communities. Director Mari Martin will reach out and organize a meeting.

...2

Page 2

We have some important work ahead of us and I look forward to meeting you and to our continued collaboration.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Faganello". The signature is written in a cursive, flowing style with a large initial 'T' and a decorative flourish at the end.

Tara Faganello, CPA CGA BA Ec.
Assistant Deputy Minister

Pc: Mari Martin, Director Public Libraries Branch

ABCPLD 2021 Operating Plan

FOCUS AREA #1: PROVIDE TIMELY AND RELEVANT PROFESSIONAL DEVELOPMENT

Project	Timeline
1a. Host mindfulness series for Library Directors	Q1
1b. Determine how ABCPLD can own New Library Directors Orientation and work with Federations	Q2
1c. Find existing training opportunities and share them via website and newsletter	Q1-Q4
1d. Collaborate with BCLTA to deliver joint workshops	Q1-Q4
1e. Host Fall Professional Development Sessions	Q4
1f. Welcome non members to a few Fall sessions for a fee	Q4

FOCUS AREA #2: SUPPORT STRONG RELATIONSHIPS BETWEEN LIBRARY DIRECTORS

Project	Timeline
2a. Launch Mentorship Team at 2021 AGM	Q2
2b. Host monthly calls as platform for peer support during COVID	Q1-Q4
2c. Launch monthly Peer Mentorship Hour	Q2-Q4
2d. Explore collaboration opportunities with library partners and stakeholders	Q1-Q4

FOCUS AREA #3: BE AN INFLUENTIAL VOICE IN ADVOCACY

Project	Timeline
3a. Step into the Co-Chair role for the BC Public Library Partners	Q2
3b. Work with BC Public Library Partners to present on 2022 budget	Q2

consultations	
3c. Attend UBCM	Q3
3d. Work with Partners to develop a direct relationship with the Minister and ADM of Municipal Affairs	Q1-Q4

FOCUS AREA #4: STRENGTHEN INTERNAL GOVERNANCE

Project	Timeline
4a. Write job descriptions for executive positions	Q1
4b. Design an annual survey to determine needs, interests, and guide direction for each year	Q3-Q4
4c. Hire an Admin/Bookkeeper	Q2
4d. Host a Board retreat	Q3
4e. Organize ABCPLD physical archives	Q4
4f. Write ABCPLD history for website using Archives material	Q4



ABCPLD Report on 2020 Activities

TIMELY AND RELEVANT PROFESSIONAL DEVELOPMENT

- Hosted 6 virtual professional development sessions in Fall 2020
- Piloted fee-based training program that raised \$1,100. Will continue to explore how to generate more revenue in 2021 and beyond.
- Collaborated with BCLTA to create "[Wise Practices Series](#)" that is now available on the ABCPLD and BCLTA website. More will be coming in 2021.

SUPPORT STRONG RELATIONSHIPS BETWEEN LIBRARY DIRECTORS

- From March - December 2020, hosted 27 zoom calls to share information, resources, and collaborate on approaches re: COVID; average attendance of 25-40 Directors on each call
- Created and administered several surveys to bring together COVID related information from libraries across province
- Replaced the email listserv to one that is private and has a searchable archives
- Hosted networking sessions ahead of each business meeting
- Awarded Maureen Sawa the 2020 Award of Excellence

BE AN INFLUENTIAL VOICE IN ADVOCACY

- Wrote letters to the province and BCCDC to ask for more information re: libraries and COVID
- Collaborated with BC Public Library Partners to present at the 2021 budget consultations
- Attended the virtual UBCM conference and gave a presentation to the Partners
- Collaborated with the Partners to create budget platform ask
- Met several times with Minister Fleming and the Associate Deputy Minister Jennifer McCrae to communicate how libraries were doing and what our needs were

STRENGTHEN INTERNAL GOVERNANCE

- Created Voting Procedures that support the voting process, ensure transparency, and encourage diversity on the Board
- Hosted a 2021 strategic planning session with the Board that was key in setting up the Board and Executive Director working relationship. Board meetings are now more strategic.
- Created an ABCPLD communications strategy
- Oriented new Treasurer/Secretary to ABCPLD Board
- Dissolved the committee roles (Mentorship and Membership Chair) and created the Mentorship Team



2021 ANNUAL GENERAL MEETING AGENDA

3:10-3:45 ANNUAL GENERAL MEETING

- 1. Approval of the Minutes of the previous AGM**
- 2. Consideration of Financial Statement**
 - a. 2021 Proposed Budget
 - b. 2021 Jan 1 - March 31 Income Statement
 - c. 5 Year Plan
- 3. Consideration of Submitted Member's Proposals**
- 4. Special Resolution re: Legal Standing as Society**
- 5. Special Resolution re: ABCPLD Bylaws**
- 6. Director of Excellence Award**



2020 ANNUAL GENERAL MEETING MINUTES

23 June 2020

held virtually on Zoom

In attendance:

Jim Bertoia	Sparwood	Deb Koep	North Vancouver City
Rosemary Bonnano	Vancouver Island Regional Library	Melissa Millsap	Chetwynd
Ursula Brigl	Cranbrook	Toby Mueller	Lillooet
Fiona Bruce	Terrace	Jackie Barber	Nakusp
Rebecca Burbank	Powell River	Don Nettleton	Okanagan Regional
Paul Burry	Prince George	Carmen Oleskevich	Southern Gulf Islands Community Libraries
Brian Butler	Hazelton	Kim Partanen	Castlegar & District
Heather Buzzell	Penticton	Beverly Rintoul	Rossland
Beth Davies	Burnaby	Marc Saunders	Port Moody
Wanda Davis	Cariboo Regional District	Maureen Sawa	Greater Victoria
Christina de Castell	Vancouver	Surinder Singh	Surrey
Heather Evans Cullen	Gibsons	Sasha Tauzer	Greenwood
Alex Faucher	Elkford	Tracey Therrien	Nelson
Karli Fisher	Fort St James	Elizabeth Tracy	Whistler
Cari Lynn Gawletz	Grand Forks & District	Jacqueline Wagner	Radium Hot Springs
Emma Gillis	Pemberton	Susan Walters	Richmond
Todd Gnissios	Port Coquitlam	Wendy Wright	Smithers
Scott Hargrove	Fraser Valley Regional	Andrea Freeman	Executive Director, ABCPLD
Karen Hudson	Salt Spring Island		

ANNUAL GENERAL MEETING

1. Approval of the minutes of the previous AGM

Motion to accept minutes of the previous AGM: Karen Hudson / Rosemary Bonnano CARRIED

2. Consideration of Financial Statements

We are currently benefiting from a surplus budget, but if we want to continue funding items such as an advocacy consultant, professional development at the fall meeting, and supporting travel subsidies, we will need to bring in more funding to run a balanced budget. The 2020 budget has been amended to reflect known impacts of the COVID-19 pandemic and will allow more of the surplus to be carried forward into 2021 .

Motion to accept Income Statement: Maureen Sawa / Heather Buzzell CARRIED

Motion to accept 2020 proposed Budget: Don Nettleton / Deb Koep CARRIED

In the future, we are potentially looking at an increase in membership fees. An increase would allow us to be able to provide travel subsidies for the ABCPLD Board, the Executive Director, and members to attend meetings and ABCPLD functions. We also need to be budgeting for annual increases for the Executive Director role. A couple different scenarios were discussed for how to approach an increase. There's nothing to vote on now, this is just a heads up and preparation for future discussion and decision making.

Member points: We might want to have some language around how much reserve we keep, like 10%. We also need to have some money in reserve in the event of changes to the Executive Director role.

3. Consideration of Submitted Members' Proposals

There were no proposals submitted by members.

4. Treasurer/Secretary Role

Last Fall 2019, we discussed merging the Treasurer and Secretary into one role. It has been working very well and we're looking to formalize it.

Motion to merge the roles of Treasurer and Secretary into one role: Toby Mueller / Karen Hudson CARRIED

5. The Election of Directors

a. Recognition of Outgoing Chair

Elizabeth Tracey recognized Scott Hargrove as the outgoing Chair.

b. Recognition of Incoming Chair

Scott Hargrove recognized Elizabeth Tracy as the incoming Chair.

c. Election of Vice Chair

Elizabeth Tracey recognized Susan Walters as the acclaimed Vice Chair.

d. Other elections if necessary

With Susan Walters stepping from the Treasurer/Secretary role into the role of Vice Chair, Elizabeth Tracey recognized Ursula Brigl as the acclaimed Treasurer/Secretary.

6. Director of Excellence Award

Maureen Sawa was the 2020 recipient of the ABCPLD Director of Excellence award.

Motion to adjourn AGM: Rosemary Bonnano / Marc Saunders CARRIED

Special Resolution re: ABCPLD Legal Standing as Society under BC Societies Act

In 2019, the ABCPLD Board employed the legal firm Norton Rose Fulbright to serve as the “Record’s Office” for ABCPLD. We didn’t fully understand what our obligations were in terms of what documentation we should have been sending to Norton Rose Fulbright so they could serve in this function. For example, we should have sent the signed membership forms and our meeting minutes to Norton Rose Fulbright.

What this means is that we have inadvertently not properly admitted the majority of members in accordance with the Bylaws so they haven’t legally participated in the past 2 years of meetings as members.

Despite this inadvertent non compliance, through this Special Resolution, we are ratifying and confirming that all past acts and decisions are valid.

Motion: To ratify and confirm that all past acts and decisions are valid

**CONSENT SPECIAL RESOLUTIONS OF THE MEMBERS
OF THE
ASSOCIATION OF BRITISH COLUMBIA PUBLIC LIBRARY DIRECTORS
(the "Society")**

All of the members of the Society entitled to vote on the resolutions hereby consent to and adopt in writing the following resolutions:

Amendment of Bylaws

RESOLVED as a special resolution that the Bylaws of the Society be amended as follows, to take effect upon the filing of the Bylaw Alteration Application with the BC Registrar of Companies:

1. by deleting each instance of the word "Secretary" in paragraph (w) [*Secretary*] of Bylaw 1.1 [*Definitions*] and substituting in place thereof the word "Secretary-Treasurer";
2. by deleting paragraph (z) [*Treasurer*] of Bylaw 1.1 [*Definitions*] in its entirety, and by renumbering the subsequent paragraphs of Bylaw 1.1 accordingly;
3. by deleting the word "Secretary" in subparagraph (1) of Bylaw 2.6 [*Cessation of Membership*] and substituting in place thereof the word "Secretary-Treasurer";
4. by deleting the word "Secretary" in Bylaw 5.12 [*Minutes of General Meetings*] and substituting in place thereof the word "Secretary-Treasurer";
5. by deleting Bylaw 7.3 [*Composition of Board*] in its entirety and substituting in place thereof the following:

"7.3 Composition of Board

The Board will be composed of a minimum of three (3) and a maximum of five (5) Directors as follows:

- (a) the Chair;
- (b) the Vice-Chair;
- (c) the Secretary-Treasurer; and
- (d) no more than two (2) Directors-at-large,

each of whom will be elected or appointed in accordance with these Bylaws.

6. by deleting Bylaw 7.9 [*Consecutive Terms and Term Limits*] in its entirety and substituting in place thereof the following:

"A Person elected as Secretary-Treasurer or Director-at-large may serve in the same Director position for up to four (4) consecutive years, by any combination of terms, following which such Person may not be re-elected to the same Director position for at least one (1) year following the expiry of their latest term. Notwithstanding the foregoing such Person may be elected to serve in a different Director position."

7. by deleting the phrase “four (4)” in Bylaw 7.10 [*Extension of Term to Maintain Minimum Number of Directors*] and substituting in place thereof the phrase “three (3)”;
8. by deleting the word “Secretary” in the second paragraph of Bylaw 9.4 [*Notice of Board Meetings*] and substituting in place thereof the word “Secretary-Treasurer”;
9. by deleting the word “Secretary” in Bylaw 9.11 [*Minutes of Board Meetings*] and substituting in place thereof the word “Secretary-Treasurer”;
10. by deleting the phrase “Secretary and Treasurer” in the first paragraph of Bylaw 11.1 [*Officers*] and substituting in place thereof the phrase “and Secretary-Treasurer”;
11. by deleting Bylaw 11.4 [*Duties of Secretary*] in its entirety and substituting in place thereof the following:

“11.4 Duties of the Secretary-Treasurer

The Secretary-Treasurer will be responsible for making the necessary arrangements for:

- (a) the issuance of notices of meetings of the Society and the Board;
 - (b) the keeping of minutes of all meetings of the Society and the Board;
 - (c) the custody of all records and documents of the Society, including such financial records, reports and returns, including books of account, as are necessary to comply with the Act and the *Income Tax Act*;
 - (d) the maintenance of the register of Members;
 - (e) the conduct of the correspondence of the Society; and
 - (f) the rending of financial statements to the Directors, Members and others, when required.”
12. by deleting Bylaw 11.5 [*Duties of Treasurer*] in its entirety, and by renumbering the subsequent sections of Part 11 accordingly;
 13. by deleting each instance of the word “Secretary” in the heading and body of current Bylaw 11.6 [*Absence of Secretary at Meeting*] and substituting in place thereof the word “Secretary-Treasurer”;
 14. by correcting any grammatical or punctuation errors that arise as a result of the foregoing amendments and by renumbering all articles, sections, paragraphs and sub-paragraphs, including cross references, affected by the above amendments accordingly.