

Board Room
 January 11, 2023
 19:00

Attendance		Present	Regrets	Absent
Curry	Don Chair	X		
Mallah	Justine CNB Council	X		
Marcil	Janice Treasurer	X		
Messenger	Krista	X		
Nowee	Makayla	X		
Sandford	Melissa	X		
Tilander	Randall Vice-Chair	X		
Veli	Ravil CEO/Secretary	X		
Winters	Sarah	X		
Wrauley	Andrea	X		

Call to Order: 19:05

(prior to meeting start management team members Nora Elliott-Coutts, Judith Bouman, Carrie James introduced themselves/were introduced to the Board, with short Q/A period)

Call for Conflicts of Interest: None

Call for Additional Agenda Items: Review Chair/Vice Chair term limits, replacement of disqualified Board member.

Motion 23:01

Move Krista Messenger, second Melissa Sandford to approve January 11, 2023 agenda as amended.

CARRIED

Motion 23:02

Move Justine Mallah, second Krista Messenger to approve December 14, 2022 minutes as amended (Justine Mallah attendance to regrets).

CARRIED

Motion 23:03

Move Krista Messenger, second Randall Tilander to implement 1 year Chair and Vice-Chair terms

CARRIED**Treasurer's Report:**

Budget, operating and capital through Dec 2022, documents included with Board package. Variances noted in revenue and expenses primarily attributable to residual pandemic/post pandemic factors. Annual operating budget process in progress, Finance Committee report and recommendation to be presented under Committee Reports. Operating surplus for 2022 at \$170k+ but this will change as final 2022 bills are processed over the next month.

Motion 23:04

Move Randall Tilander, second Melissa Sandford to receive Treasurer's Report.

CARRIED

Correspondence: None

Chair Report:

Chair discussed issue of disqualified Board member, discussion resulted in agreement to ask CNB clerk to initiate process to replace. Reviewed foundation discussion with CNB CFO Margaret Karpenko. Highlighted benefits/risks of foundation option including possible impact on current relationship with CNB. Also highlighted issue of operational surplus vs client donation funding of the foundation. Requested Finance Committee review with Kate Merritt-Dupelle from NBACF and report back to the board. Discussion and decision to create adhoc Strategic Plan Committee to review plan and operationalization of that plan. Krista Messenger, Melissa Sandford, and Justine Mallah will be committee members.

CEO Report:

CEO report included in Board report-highlights: McIntyre project nearing substantial completion, board room complete and furniture being delivered. Exploring monitor/screen and camera components to increase digital meetings capacity. Examining with architect cladding option for building exterior. Discussions with IT for temporary, possibly longer term assistance in support of library computer and digital systems during the indefinite leave of our sole IT/Digital services manager. Options/solutions to manage risks of housing insecure individuals congregating overnight at our warm air ducts/vents.

Motion 23:05

Move Justine Mallah, second Randall Tilander to receive CEO Report.

CARRIED**Committee Reports:***Finance and Property*

Chair Tilander reported committee review of and proposal to the Board for an operating budget 2023 with an increase in the levy request of the city of 4.83%. Discussion and agreement on partial self-funding of increase through use of accumulated operating surplus.

Motion 23:06

Move Randall Tilander, second Sarah Winters to approve NBPL 2023 Operating Budget increase of 4.83%.

New Business: None

Motion 23:07

Move Randall Tilander, second Krista Messenger to adjourn at 20:40

CARRIED