



## STAFF REPORT

---

**DATE:** October 30, 2020 **FILE:** 0550-04 Board

**TO:** Chair and Directors  
Regional Board

**FROM:** Dave Leitch  
Chief Administrative Officer

**RE:** APPOINTMENTS TO VANCOUVER ISLAND REGIONAL LIBRARY BOARD

### PURPOSE/PROBLEM

To consider the appointment of representatives to the Vancouver Island Regional Library Board (VIRL) for 2021.

### EXECUTIVE SUMMARY

The *Library Act* requires that municipalities and regional districts that are members of a regional library system annually appoint their representatives to the library board at the first meeting of the local government held after October 31.

The Strathcona Regional District's current representative on the VIRL Board is Director Leigh and the alternate representative is Director Whalley. Appointments made by the Strathcona Regional District to the Board of Directors for the Vancouver Island Regional Library are restricted to the electoral area directors that participate in funding for the library service. The legislation requires that no member may serve for more than 8 consecutive years.

### RECOMMENDATIONS:

1. THAT the report from the Chief Administrative Officer be received.
2. THAT Director \_\_\_\_\_ be appointed as the Regional District's representative to the Vancouver Island Regional Library Board and that Director \_\_\_\_\_ be appointed as the alternate representative.

Respectfully:

A handwritten signature in blue ink, appearing to read "Dave Leitch", is written over a horizontal line.

Dave Leitch  
Chief Administrative Officer

**Prepared by:** E. Watson, Senior Executive Assistant



Administration  
Box 3333 | 6250 Hammond Bay Road  
Nanaimo, BC Canada V9R 5N3  
t: 250.758.4697 f: 250.758.2482  
e: [info@virl.bc.ca](mailto:info@virl.bc.ca) w: [www.virl.bc.ca](http://www.virl.bc.ca)

October 30, 2020

Chair Michele Babchuk  
Strathcona Regional District  
301 - 990 Cedar Street  
Campbell River, BC V9W 7Z8  
Original sent: [schair@strathconard.ca](mailto:schair@strathconard.ca)

Dear Chair Babchuk,

**Re: Appointment to the 2021 Vancouver Island Regional Library Board**

It is time to consider your 2021 representation on the Vancouver Island Regional Library (VIRL) Board of Trustees. VIRL is the fifth largest library system in British Columbia serving more than 457,000 residents on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast. VIRL enhances lives through universal access to knowledge, lifelong learning, and literacy in the communities we serve.

In appointing your representative, the *Library Act* (August 12, 2020), section 17 (2) states:

**"All subsequent regular appointments must be made each November at the first meeting of the municipal council or regional district board."**

The term of office is January 1 to December 31. Reappointment of sitting members is encouraged for continuity, with no more than 8 consecutive years served.

The *Library Act*, section 55, reimbursement of expenses states: "(1) The members of a library board are not entitled to be paid by the library board for their services but may be reimbursed by it for reasonable travelling and out of pocket expenses, including child care expenses, necessarily incurred by them in performing their duties under this Act. (2) A library board may not reimburse a member for any expenses if another body reimburses the member for the expenses or pays the expenses."

Please submit the following items by December 7, 2020 for both your Trustee and Alternate:

1. Certified copy of the Resolution (by provincial legislation)
2. Financial Statement of Disclosure (original or copy from the municipality/district for 2021)
3. VIRL 2021 Appointment form
4. Electronic File Transfer (EFT) form (for travel expense reimbursement)

**By December 7, 2020, please return completed forms to Mariah Patterson, Executive Assistant, [mpatterson@virl.bc.ca](mailto:mpatterson@virl.bc.ca).** Please call 250-729-2310 or [email](mailto:mpatterson@virl.bc.ca) if you have any questions.

Thank you for your continued support of Vancouver Island Regional Library!

Sincerely,

Rosemary Bonanno, BA MLS  
Executive Director

CC: Dave Leitch, CAO, Strathcona Regional District  
Edith Watson, Senior Executive Assistant/Deputy Corporate Officer, Strathcona Regional District

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Woss