

MANAGEMENT REPORT



Date: January 15, 2015
Author: Jacqueline van Dyk

Meeting date: January 22, 2015
To: Library Board
From: Jacqueline van Dyk – Director, Library Services

Subject: **PROPOSED 2015 BOARD MEETING SCHEDULE – MOTION REQUIRED**

SUMMARY

Attached is a proposed schedule for the 2015 Regular Meetings of the NVDPL Board. Two decision points are required with setting the dates: summer meeting, and Christmas social event.

PURPOSE

This report is for decision.

RECOMMENDATION

It is recommended that the Board select specific dates for the summer meeting and the Christmas social event.

MOTION REQUIRED:

THAT the Board approves the schedule for the regular meetings of the NVDPL Board for the 2015 term, as revised.

DISCUSSION

To allow for a summer break, the Board traditionally meets only once in July and August. Options for this year are either July 23 or August 27.

The venue for the Board's Christmas social event requires early booking to ensure a desired date. Given that the 4th Thursday of December is the 24th, an earlier date must be selected. At this point, either December 10th or 17th is available.

BACKGROUND

In the 2014 term, the regular meetings of the Library Board were held on the second Thursday of the month, with board packages distributed the week prior. This schedule presented some challenges and a decision was made to move the board meetings to the 4th week of the month.

The following motion was passed at the October 9, 2014 regular meeting of the Board:

MOVED by Matt DeBock and SECONDED by Frank Sullivan

THAT the Board approve the attached 2015 meeting schedule, which shifts the regular meeting of the Library Board to the fourth Thursday of the month.

MOTION CARRIED.



2015 LIBRARY BOARD MEETING DATES

Note: Light dinner served at 5:30pm

Board Meeting at 6:00pm

DATE / TIME	LOCATION	NOTABLE TOPICS
January 22, 2015 6:00pm-9:00pm	Lynn Valley Library	New Trustee Orientation, Elections
February 26, 2015 6:00pm – 9:00pm	Lynn Valley Library	Board Official Photo at 5:30pm
March 26, 2015 6:00pm - 9:00pm	Lynn Valley Library	Operating Policies Review
April 23, 2015 6:00pm - 9:00pm	Lynn Valley Library	Operating Policies Review, Review Draft of Annual Report; SOFI
May 28, 2015 6:00pm - 9:00pm	Capilano Library	Operating Policies Review, Finalize Annual Report
June 25, 2015 6:00pm - 9:00pm	Lynn Valley Library	Operating Policies Review, Personnel Policy Review
July 23 OR August 27, 2015 6:00pm - 9:00pm	Lynn Valley Library	Operating Policies Review
September 24, 2015 6:00pm - 9:00pm	Lynn Valley Library	Charges & Fees Policy Review
October 22, 2015 6:00pm - 9:00pm	Parkgate Library	Review/Approval of Budgets, Self-Evaluation Survey
November 26, 2015 6:00pm - 9:00pm	Lynn Valley Library	Results of Self-Evaluation Survey, 2016 Goals
December 2015 (date to be determined) 6:00pm - 10:00pm	*To Be Determined*	Board Christmas Party

****Please Note: Governance, Finance, and HR Committees will meet at least quarterly throughout the year; Board Development Workshop tentatively scheduled for late February. Dates to be determined.****