

Minutes of the meeting of the Board of the North Vancouver District Public Library held on March 8, 2012 at the Parkgate Branch, 3675 Banff Court, North Vancouver

Present:	Lucy Cayuela	Chair
	Frank Sullivan	Vice - Chair
	Ken Lim	Library Board Trustee
	Mike McGraw	Library Board Trustee
	Fiona Kelly	Library Board Trustee
	Matthew DeBock	Library Board Trustee
	Sanford Osler	Library Board Trustee
	Councilor Alan Nixon	Council Representative
	Heather Scoular	Director of Library Services and Board Secretary
	Michael DeKoven	Manager of IT, Collections & Assessment
	Helen Kaiser	Parkgate Branch Manager
	Madeline Kozak	Communications & Events Coordinator
	Jessica Ferrari	Administrative Services Manager
Regrets:	Gopi Chandre	Library Board Trustee

1. The Library Board Chair called the meeting to order at 6:02 p.m.

2. ADDITIONAL ITEMS

Added in-camera meeting immediately following regular board meeting.

3. BOARD CHAIR REPORT

The Chair reported that a meeting with the District's CAO, David Stuart, occurred on March 5th, 2012. An ad hoc committee is going to be formed. The Chair asked for a motion.

MOVED by Alan Nixon and SECONDED by Frank Sullivan, THAT an Ad Hoc Library Board Policy Committee, consisting of Library Trustee representatives from each Board Committee and the Director of Library Services, be formed to identify key library policies for review and to consult with key District of North Vancouver staff on how best to align Library policies with District policies.

CARRIED.

4. DIRECTOR'S REPORT

The Director reported on the highlights of the Library over the past month.

5. CONSENT AGENDA

Item 5.2.1 Trustee Survey Results was pulled out of the Consent Agenda and inserted as the first item under Board Reports.

MOVED by Alan Nixon and SECONDED by Frank Sullivan, THAT the Consent Agenda items 5.1, 5.3, 5.4 be accepted.

CARRIED.

6. PRESENTATION

Michael DeKoven, Manager of IT, Collections & Assessment made a presentation on the current ILS infrastructure of the Library. He noted that the timeframe for the need for replacement of this ILS is sometime in 2013. Horizon, the current integrated library system has served NVDPL well for the last nine years and the biggest reason for switching ILS is because Horizon is no longer technologically supported from the vendor.

It was discussed whether an equipment reserve could be establish so that large expense items like a new ILS could be funded through accumulated Library surpluses, left over operating budget.

It was discussed whether the new ILS would have collections capabilities and whether that would impact the Library if outstanding fines were proactively collected. The Director will get the current dollar amount of unpaid patron fines for the Board.

MOVED by Mike McGraw and SECONDED by Fiona Kelly, THAT the Library's 2011 surplus, if any, be accumulated with the 2010 surplus as an allocation towards the purchase of the 2013 ILS replacement.

CARRIED.

7. BOARD REPORTS

As inserted from the Consent Agenda, discussion around the Library's autumn retreat with respect to using a facilitator. The Director asked all trustees to email her with names of facilitators that they have used in the past and she will see about using a facilitator at the retreat.

.1 Budget Update

Council has read 1st, 2nd and 3rd drafts of 2012 budgets which be brought back again next Monday to Council meeting.

.2 Annual Report 1st Draft

Library Board viewed an onscreen copy of the first draft of the 2011 annual report, presented by Madeline Kozak, Communications & Events Coordinator. Discussion followed the presentation and feedback by trustees were noted and taken back for revision.

.3 Innovative Tradition: Express Library Model for Lower Capilano

As part of the District's OCP Town Centre Implementation, preliminary development plans are being developed. The Director and the Manager of Digital and Technical Services are working with the District's Implementation Team to develop an innovative Express Library Model that would provide library service to underserved areas of the District. Working with Recreation, Arts and the Museum has also been part of this collaboration. The Library's Strategic Implementation Service Model Advisory Team will be advising the Board's Infrastructure Committee on the development of the Express Model as it progresses.

8. COMMITTEES

.1 InterLINK

Trustee Ken Lim reported that InterLINK will be moving to a new office. Rent is going to be a bit more, but have to move within 2 months. They are also working on new policy frameworks, group purchasing plans like patrons cards, etc,

.2 Friends of the Library

The booksale was another success collecting \$4312.90.

.3 Infrastructure

No update.

.4 Finance

The Board Chair reported on behalf of the Finance Committee Chair, that there is a meeting scheduled for next week with the District CFO, external auditor from KPMG, and internal auditor at the District to discuss the Board's financial governance role.

- .5 **Advocacy**
The Library has been made aware of a possible bequest. Details will be provided to the Board as more information becomes available.
- .6 **BCLTA**
This year's membership fees invoice has been paid.
- .7 **Council**
No update.

The Board Chair declared the meeting Adjourned to in-camera at 8:35 pm.



Library Board Chair

April 13, 2012

Date