

Minutes of the meeting of the Board of the North Vancouver District Public Library held on July 5, 2012 at the Parkgate Branch, 3675 Banff Court, North Vancouver, BC

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| Present: | Lucy Cayuela | Chair |
| | Frank Sullivan | Vice Chair |
| | Mathew DeBock | Library Board Trustee |
| | Fiona Kelly | Library Board Trustee |
| | Ken Lim | Library Board Trustee (left early) |
| | Gopi Chande | Library Board Trustee |
| | Sanford Osler | Library Board Trustee |
| | Councilor Allan Nixon | Council Representative (left early) |
| | Heather Scoular | Director of Library Services and Board Secretary |
| | Corinne McConchie | Manager of Digital & Technical Services |
| | Michael DeKoven | Manager of IT, Collections & Assessment |
| | Helen Kaiser | Branch Manager, Parkgate |
| Regrets: | Mike McGraw | Library Board Trustee |

1. The Board Chair called the meeting to order at 6:05 p.m.

2. ADDITIONAL ITEMS

Four additional items were added to the agenda:

- Digital Strategy Update presentation by Corinne McConchie added after the Consent Agenda
- BCLTA discussion paper added under Board Committees –BCLTA
- Draft Fundraising Proposals added under Board Committees -Advocacy
- Results of SPARC BC analysis added under Board Reports

3. CHAIR’S REPORT

The Ad Hoc Policy Committee’s next meeting is on July 11th. Depending on the results and recommendations of the Committee, the results of the meeting and feedback may have to be done via email in order to proceed with a potential work plan over the summer. The Board is in agreement with this process.

A date change for the fall retreat has been proposed. New date would be September 28 and 29, location to be confirmed but will most likely be at the Community History Building on Institute Road, near the Lynn Valley Main Library. The Board is in

agreement with this date change. Facilitator Ken Haycock has been engaged as the retreat facilitator.

4. CONSENT AGENDA

MOVED by Alan Nixon and **SECONDED** by Frank Sullivan **THAT** the Consent Agenda be accepted.

CARRIED.

5. PRESENTATION

Corinne McConchie led a discussion on NVDPL'S current E-reader lending. She informed the Board about some devices newly added to the lending collection, Library discussions around acquiring new digital magazine editions via a new resource call Zinio, and publishing company's current trends towards electronic use.

6. BOARD COMMITTEES

.1 Ad Hoc Committees **Ad Hoc Policy**

No Update

.2 Standing Committees **.1 Advocacy**

Three fundraising proposals were presented to Board for discussion. After discussion and consideration, the Board decided to proceed with a major fundraising focus on "Welcoming Newcomers" and a second lower key, in branch campaign, to raise funds for the Reading Buddies initiative. It was decided that one of the proposals, to raise additional funds for E-Reader devices, would be well suited to the Friends of the Library, who had recently expressed great interest in supporting this initiative. The Director will work with staff to start the Reading Buddies campaign in the Summer 2012 with a later Fall Campaign start for the Welcoming Newcomers Fundraising Campaign.

.2 Finance

Finance Chair, Frank Sullivan, reviewed the 2nd Quarter Financial Statement with Trustees.

.3 Infrastructure

No summer meeting. Next meeting will focus on the strategic review of the Capital Budget submission for 2013 – 2017 and the review of summer Building Audits and Waste Audits.

.3 Other

.1 BCLTA

There was a discussion about whether it would be advantageous to contact BCLTA and suggest that a large scale group library plan be coordinated. It was determined that perhaps there might be a better way to utilize the BC Cooperative. The Director will follow up with the different groups e.g.: BC Cooperative, BCLTA, to see if functions are being duplicated and/or utilized to the maximum.

It was noted that the new BCLTA representative for NVDPL, Erfan Kazemi, should be invited to a fall board meeting.

.2 Council

No Update

.3 Friends of the Library

The Friends have a new executive who are excited about new initiatives and supporting the Library through their booksales. The Director and Administration staff are supporting the new Executive with their transition and future plans.

.4 InterLINK

No Update as there will not be a meeting until September.

7. BOARD REPORTS

.1 Annual Strategic Benchmarking Plan

The report was well received by all the board trustees. Minor suggestions to include some legend information on each sample library as well as adding one more graph on costing would be beneficial. This report, with suggested amendments, will now be produced annually for the Board's review and consideration.

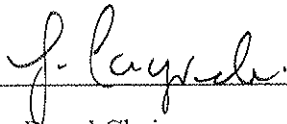
.2 SPARC BC

The Board discussed SPARC BC's next steps. By finishing up the survey work this year, the Library would have a more of an ability to broaden its reach into the community and SPARC BC is able to proceed with the work so that the new research remains relevant to our previous research.

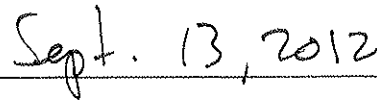
The Board approved the recommendation to proceed with the SPARC Non-User Survey.

It was suggested that the Library newsletter now include a small section with tips about things you may not know the Library does or has. This suggestion will be given to Madeline Kozak, Communications Coordinator.

The Board Chair declared the meeting Adjourned at 8:26 pm.



Library Board Chair



Date