



North Vancouver District
Public Library

REGULAR MEETING OF THE LIBRARY BOARD
Thursday, January 10, 2013 at 5:45 p.m.
(Light dinner served at 5:45pm)
Lynn Valley Main Library

MINUTES

| | | |
|-------------------|---|--|
| Present: | Lucy Cayuela | Library Board Chair |
| | Frank Sullivan | Library Vice-Chair |
| | Gopi Chande | Library Board Trustee |
| | Ken Lim | Library Board Trustee |
| | Mike McGraw | Library Board Trustee |
| | Alan Nixon | Library Board Trustee |
| | Sanford Osler | Library Board Trustee |
| | Heather Scoular | Director of Library Services |
| | Jessica Ferrari | Administrative Services Manager |
| | Michael DeKoven | Manager of IT, Collections and Assessments |
| Corinne McConchie | Manager of Digital and Technical Services | |
| Regrets: | Matthew DeBock | Library Board Trustee |
| | Fiona Kelly | Library Board Trustee |

1. **MEETING ORDER CALLED**
At 6:07pm by Director of Library Services, Heather Scoular

2. **2013 Elections:**

The Director asked for nominations for the position of **Library Board Chair** three times. Lucy Cayuela was the only nominated trustee and unanimously elected as the Board's 2013 Board Chair.

MOVED by Frank Sullivan, SECONDED by Mike McGraw

CARRIED.

The Director passed the Board Chair role to the newly elected Board Chair, Lucy Cayuela

Board Chair, Lucy Cayuela, called for Nominations for the position of **Library Board Vice-Chair** three times. Frank Sullivan was the only nomination received and was unanimously elected as the Board's 2013 Vice-Chair.

MOVED by Alan Nixon, SECONDED by Ken Lim

CARRIED.

The Board made the following appointments for the 2013 year.

InterLINK Representative: Ken Lim
InterLINK Alternate: Sanford Osler

ACCEPTED.

BCLTA Liaison: Lucy Cayuela

ACCEPTED.

Finance Committee: Frank Sullivan, Gopi Chande, Alan Nixon
(ex-officio, Lucy Cayuela and Heather Scoular)

ACCEPTED.

Governance, Risk Management, Planning Committee: Matthew DeBock, Ken Lim,
Sanford Osler, Alan Nixon
(ex-officio Lucy Cayuela and Heather Scoular)

ACCEPTED.

Human Resources Committee: Mike McGraw, Fiona Kelly, Lucy Cayuela

ACCEPTED.

Library Board appoints Auditor.

MOVED by Alan Nixon and **SECONDED** by Gopi Chande **THAT** KPMG be appointed as the Library's 2013 auditor, be accepted.

CARRIED.

3. **ADDITIONAL ITEMS FOR AGENDA**

No additional items.

Adjust agenda item 6.1.5 HR Recommendations to In-Camera at end of meeting.

Adjust agenda item 5.1.4 Inspiration Summit to Board Action Items 6.1.5.

4. **CHAIR'S REPORT**

Board Chair, Lucy Cayuela described the new Board package agenda template. Both she and the Director had worked to develop a refreshed format for Board meetings that would serve the returning Board's direction for meetings that are strategically focused. This new format will be monitored over the next year through meeting debriefs to ensure the Board's is focusing its meetings on its goals and responsibilities.

5. **CONSENT AGENDA**

MOVED by Alan Nixon and **SECONDED** by Frank Sullivan **THAT** the Consent Agenda including **THAT** the Library Board approves the new Provincial statutory holiday, Family Day, and that it be granted to all employees ongoing beginning February 11, 2013 and that Sunday June 16 will be deemed the last open Sunday of the summer; this approval will be become effective in the event that the District Council also approves the addition of Family Day to the District wide list of statutory holidays, **AND THAT** the Library Board approve the 2013 Closure Dates including the Christmas Eve 2013 and New Year's Eve early closures, be accepted.

CARRIED.

6. BOARD ACTION ITEMS

6.1.1 - Social Media Policy

MOVED by Alan Nixon and SECONDED by Frank Sullivan THAT the Social Media Policy, with minor editing changes as noted with Board Secretary, be accepted.

CARRIED.

NOTE: Going forward, existing policies for refresh will go into the Consent Agenda. Only new policies or existing policies with major changes need to be brought forth to the Board as a Board Action Item.

6.1.2 - General Information Policy

MOVED by Sanford Osler and SECONDED by Gopi Chande THAT the General Policy be approved, with suggested amendments as noted, be approved.

AND

THAT the Director investigates as to whether the Board may adopt the Library's popular name as its official legal name and report back to the Board.

CARRIED.

6.1.3 - Media Relations Policy

The Board discussed the Media Relations Policy and suggested various additions to be brought back to the February Board meeting for review and approval.

6.1.4 - Annual Planning Cycle –

The newly formatted Board Annual Planning Cycle was accepted.

6.1.5 - Inspiration Summit –

Sanford Osler informed the Board of his impressions of the Inspiration Summit having attended in December. Some interesting points for the Board to think about were: the idea that libraries will shift from consumption of information to the creation of information, shifting from using libraries as individuals to using libraries as groups, and libraries will need to collaborate and work with one another to survive.

It was requested that the Director keep abreast of potential library collaborations and bring forth any suitable opportunities to the Board for their consideration.

6.2.1 - InterLINK Budget Review/Comments

The Board asked the Director to provide feedback to InterLINK. The Board requests that a high level document showing the reasoning for budget line assignments would be better received than the detailed line by line information that is currently given.

6.2.2 - Book Bites

The Director has requested that all trustees submit what they are currently reading by February 15th for submission to a "Library Board Reads" article in the Deep Cove Crier.

7. **MEETING DEBRIEF**

The Trustees assessed the Board meeting as to how focused the agenda and topics were aligned with their roles and responsibilities. The Board was overall pleased with the structure and content of the January Board meeting. Suggestions were:

- Ensure recommendations are included and the Board will amend these recommendations as required.
- Agenda items that are purely placeholders should be removed from the Consent Agenda.

The Trustees asked the Director to upload the 2013 Board meeting dates on the Library website and ensure the 2013 minutes continue to be posted to the Website for 2013.

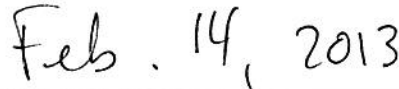
8. **ADJOURNED** - 7:30pm

MOVED by Alan Nixon and **SECONDED** by Gopi Chande **THAT** the regular board meeting be adjourned and the in-camera meeting begin, be accepted.

CARRIED.



Library Board Chair (or delegate)



Date