



North Vancouver District
Public Library

REGULAR MEETING OF THE LIBRARY BOARD
Thursday, May 9, 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
	Matthew DeBock	Library Board Trustee
	Fiona Kelly	Library Board Trustee
	Corinne McConchie	Acting Director of Library Services & Manager, Collection Management and Access Administrative Services Manager
	Jessica Ferrari	Capilano Branch Manager
	Susan Larsen	Lynn Valley Main & Parkgate Branch Manager
	Helen Kaiser	

Guests: Mary Crombie District Accounting & Reporting Manager

1. **MEETING ORDER CALLED** 6:00pm
2. **ADDITIONAL ITEMS FOR AGENDA**
No additional items
3. **CHAIR'S REPORT**
The Board Chair, Lucy Cayuela, thanked the Library's Senior Leadership Team for the attending the Board meeting in the absence of the Director. Lucy asked if SLT could be present at all Board meetings until the Director vacancy has been filled.
4. **CONSENT AGENDA**
Pull Agenda Item 4.1.2 out of Consent Agenda and insert at 5.1.3
Pull Agenda Item 4.3.1 out of Consent Agenda and insert at 5.1.4

MOVED by Frank Sullivan and SECONDED by Matt DeBock THAT the Consent Agenda, be accepted.

CARRIED.

5. **BOARD ACTION ITEMS**

.1 Finance Committee Chair, Frank Sullivan, introduced District Accounting and Reporting Manager, Mary Crombie, who attended the Board meeting for the SOFI Review portion to facilitate any trustee questions on the information provided as well as to obtain the Board Chair's signature for SOFI approval. Frank noted that on the Management Letter for the 2012 SOFI, the Library Director's signature has been omitted. Mary Crombie confirmed that in lieu of the Director vacancy, the signature was omitted for this year but would appear again for the 2013 SOFI. The Finance Committee Chair recommended that the SOFI be approved for 2012.

MOVED by Alan Nixon and SECONDED by Mike McGraw THAT the SOFI for 2012 as presented by the Library Board Finance Committee be approved AND THAT the Board Chair, Lucy Cayuela sign the 2012 Statement of Financial Information approval.

CARRIED.

.2 Governance Committee Co-Chair, Sanford Osler, presented the In-Camera Meeting Process Proposal to the trustees. Sanford noted that while the process is typical and straight forward, the Committee is recommending it to the Board so as to formalize the process within the Library Board structure and comply with the Community Charter.


MOVED by Alan Nixon and SECONDED by Gopi Chande THAT the in-camera meeting process proposal as presented be adopted by the Board.

CARRIED.

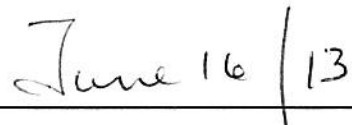
.3 Trustee Alan Nixon asked about the Clean Slate for Grade Eight Pilot project, in terms of how the promotion of the program would take place, financial impacts on the Library and how tracking and measurement for the program would be presented. Capilano Branch Manager, Susan Larsen, responded that the idea behind the program is to encourage students to return to using the Library. It is most likely that fine revenue is already uncollectable from this group of students, therefore it is in the better interest of the Library to encourage return use through fine forgiveness rather than exclude some community residents. If this pilot program goes ahead, tracking and measurement, including financial impact, would be recorded.

.4 Trustee Alan Nixon asked if the Board Chair would write a congratulatory letter to Communications and Events Coordinator, Madeline Kozak, in recognition of achievement for her Toastmasters International award. All trustees agreed that this would be appropriate and appreciated.

6. **ADJOURN to IN-CAMERA** 6:16pm



Vice-
Library Board Chair



Date