



North Vancouver District
Public Library

REGULAR MEETING OF THE LIBRARY BOARD
Thursday, September 12, 2013 at 5:45 p.m.
(Light dinner served at 5:45pm)
Lynn Valley Main Library

MINUTES

Present:	Lucy Cayuela	Library Board Chair
	Sanford Osler	Library Board Trustee
	Fiona Kelly	Library Board Trustee
	Ken Lim	Library Board Trustee
	Matthew DeBock	Library Board Trustee
	Helen Kaiser	Acting Director of Library Services
	Jessica Ferrari	Administrative Services Manager
	Susan Larsen	Branch Manager, Capilano
Regrets:	Frank Sullivan	Library Vice-Chair
	Gopi Chande	Library Board Trustee
	Mike McGraw	Library Board Trustee
	Alan Nixon	Library Board Trustee

1. **MEETING ORDER CALLED** 6:07pm

2. **ADDITIONAL ITEMS FOR AGENDA**

- .1 Removed item 2.1 from the meeting.
- .2 Removed item 5.2.2 from the regular meeting and inserted as In-Camera item.
- .3 Removed item 5.2.3 from the meeting.
- .4 Pulled item 5.4.2 from Consent Agenda and inserted as item 6.1.3

3. **CHAIR'S REPORT**

.1 The Board Chair, Lucy Cayuela, welcomed back the Board and acknowledged the Senior Leadership Team's efforts over the summer. She acknowledged Suzanne Ayin and Harbour West's good job to provide assistance in the Director search. She feels that the Board as a whole is stronger after this process. Lucy has created and sent new Director Jacqueline van Dyk a list of orientation activities for her first week at the Library.

Lucy asked that all Board trustees re-confirm via email that they are all wishing to remain on the Board for 2014 by October 2nd.

.2 Acting Director, Helen Kaiser, and Capilano Branch Manager, Susan Larsen informed the Board of activities that have taken place over the summer including preliminary analysis of some ongoing facility costs, Community Pod activities, outreach programs, and safety upgrades.

4. **CONSENT AGENDA**

MOVED by Matt DeBock and SECONDED by Ken Lim THAT the Consent Agenda with removal of above listed items, be accepted.

CARRIED.

5. **BOARD ACTION ITEMS**

.1 Motion Required

.1 North Shore Community Foundation memo

MOVED by Fiona Kelly and SECONDED by Ken Lim THAT the North Shore Community Foundation dividends for 2013 be deposited back into the library account for use in the Welcoming Newcomers campaign, be accepted.

CARRIED.

.2 collectionHQ recommendation memo

The Board tabled the motion for this item and asked for it to be brought back to the October board meeting. Any questions that the Board has on the memo will be sent to the Director of Library Services for relay to Manager Collections Management and Access, Corinne McConchie, for response.

.3 Governance Meeting Minutes and Policy Proposal

Governance Chair, Sanford Osler, provided a handout and updated the Board to the proposals from the last Governance Committee meeting in June.

The Governance Committee proposed that the Board use the presented policy review process going forward. Discussion around not limiting the number of sections/policies that the overall manual has would be better.

MOVED by Fiona Kelly and SECONDED by Matt DeBock THAT the Proposal for Review of NVDPL Policies with exception to limiting the number of sections/policies stated, be accepted.

CARRIED.

.2 Input/Comment Required

.1 Shirtsleeves Session

The next Shirtsleeves Session with Mayor and Council, set up for February 13, 2014, is accepted.

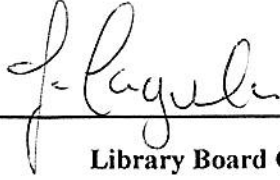
.2 Fall Retreat

The Fall Retreat has been set up for October 26, 2013 at the Museum and Archives. The Board discussed what the Fall Retreat could look like this year given the starting date of the new Director of Library Services. Session could be more of an open-ended question session; topics could include areas that the library should focus on in the future, advocacy needs/desires trends and library perceptions, results of the Board's self-evaluation survey.

.3 Library Board Self-Evaluation Survey

The Board discussed changing the current self-evaluation survey to the same survey that West Vancouver currently uses. It was agreed that that survey would yield more information and discussion points. Surveys are to be sent electronically to the whole Board with instructions to complete the survey by October 2nd. Overall results of the survey will be brought to the October 10 Board meeting.

6. ADJOURNED TO IN-CAMERA 7:00pm



A handwritten signature in cursive script, appearing to read "J. Laguerre", is written above a horizontal line.

Library Board Chair

Date