



**REGULAR MEETING OF THE LIBRARY BOARD**  
**Thursday, October 10, 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
	Frank Sullivan	Library Vice-Chair
	Gopi Chande	Library Board Trustee
	Mike McGraw	Library Board Trustee
	Alan Nixon	Library Board Trustee
	Jacqueline van Dyk	Director of Library Services
	Jessica Ferrari	Administrative Services Manager
Guest:	Paul Tutsch	BCLTA

1. **MEETING ORDER CALLED** 6:05pm
2. **PRESENTATION**  
Paul Tutsch, BCLTA President, came to give a presentation to the Library Board on the values and benefits of the BCLTA. He emphasized that BCLTA is a resource to help library boards and libraries focus their vision and find cooperative solutions to common issues and goals.
3. **ADDITIONAL ITEMS FOR AGENDA**
  - .1 Pulled items 5.4 from Consent Agenda and inserted as item 6.3
  - .2 Pulled items 5.5 from Consent Agenda and inserted as item 6.4
  - .3 Christmas Party inserted as item 6.5
4. **CHAIR'S REPORT**  
Board Chair, Lucy Cayuela, welcomed and introduced Jacqueline van Dyk to the Library Board trustees who had not officially met her yet. The Board is very excited to start this new relationship and wish Jacqueline the greatest success.
5. **CONSENT AGENDA**

**MOVED by Alan Nixon and SECONDED by Frank Sullivan THAT the Consent Agenda excluding items 5.4, and 5.5, be accepted.**

**CARRIED.**

6. **BOARD ACTION ITEMS**

.1 2014 Capital Budget – Facilities

The Director, Jacqueline van Dyk, noted that more time to prepare the capital budget for District submission would be beneficial instead of October 18<sup>th</sup>. She will talk to Nicole Deveaux at their upcoming meeting regarding timing. Trustee Nixon offered to facilitate a meeting between Finance, Facilities and the Library regarding the issues with Lynn Valley Main Library building as they pertain to capital requests. Jacqueline will follow up with the Board Finance Committee after her meeting with District Finance.

.2 October 26 Board Retreat – Purpose and Topics

Jacqueline has found a facilitator for the retreat discussion. Some topics that have had interest expressed include advocacy, board survey results, strategic planning process, and library trends. Pre-reading will be distributed by October 23<sup>rd</sup> in preparation for the retreat on October 26<sup>th</sup> 9:30am-3:30pm at the North Shore Museum and Archives.

.3 Updates – Committees

Human Resources and Finance Committees will meet in October and November dates to be determined.

Governance Committee -

Next committee meeting was changed from November 20 to November 26 6:00-8:00pm. Discussion regarding Board Policy 5.3.1 Operation of the Board resulted in a motion to change the wording of this section of the policy. Operationally, the Board agreed to bring discussion to the November meetings each year whereby the sitting Board Chair's eligibility to run in the subsequent year's election for the Board Chair position will be determined. If eligibility is granted, formal elections for all candidates wanting to be considered will be held at the first Library Board meeting of the new year. The process of secret ballots may be used.

**MOVED by Sanford Osler and SECONDED by Alan Nixon THAT the wording to Board policy Section 5.3.1 read as “in general, the Chair should hold office for no more than two consecutive years, unless the board waives the limitation...”, be accepted.**

**CARRIED.**

.4 Updates – Affiliates

Trustee Ken Lim updated the Board as to the discussions at the latest InterLINK meeting. Topics included InterLINK's feasibility survey on introducing direct patron requests, Bowen Islands decision to hire a student to teach one on one computer training to the community. NVCL has decided to move to smaller fundraising projects throughout the year as opposed to a large scale gala idea.

The Director updated the Board about the Friends of the Library. They have another book sale coming up in October. They will be taking a tour around the library with Jacqueline in order to look at some of the items that could be encompassed in a new campaign for them to donate toward.

The Board suggested that the Friends could reach out to some of the library schools for volunteers for the Friends Executive.

The Board also expressed interested in partnering with the Friends for a fundraising event or campaign.

Trustee Alan Nixon reported out to the Board that the District Councillors will be having their first budget meeting to look at guidelines in the next week. Last meeting, the council voted unanimously on the plan for the Lynn Valley building development project. Trustee Nixon also suggested that the Library should present their Annual Report to Council by way of a delegation each year in April/May when it becomes available.

The Board suggested that the affiliates section should include something from the School Board.

.5 Christmas Party –

The Board Chair requested trustees to contact Administrative Services Manager, Jessica Ferrari, regarding their attendance at the upcoming Board Christmas Party so that planning could begin. An email will be sent to trustees.

**MOVED by Alan Nixon and SECONDED by Frank Sullivan THAT the regular meeting be closed and to move into the in-camera session, be accepted.**

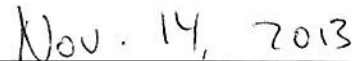
**CARRIED.**

7. ADJOURNMENT to In-Camera 8:03pm



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**Library Board Chair**



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**Date**

