



REGULAR MEETING OF THE LIBRARY BOARD
Thursday, November 14, 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
Alan Nixon	Library Board Trustee
Jacqueline van Dyk	Director of Library Services
Helen Kaiser	Branch Manager, Lynn Valley Main Library
Corinne McConchie	Manager, Collections Management and Access

• **Guest:**

Rick Danyluk, Manager Financial Planning DNV

• **Meeting called to order at 6:00.**

1. Board Action Items

Rick presented the proposed status quo budget which includes provisions for some flexibility in the first six months and an opportunity to reallocate/reshape and make adjustments to the budget at the 6 month point. The budget will then come back to the Board for approval.

MOVED by Alan Nixon and SECONDED by Gopi Chande THAT the Library Board approve the 2014 Provisional Budget of \$5.492 M as presented by the Manager Financial Planning; and THAT the Building Upgrades capital request (\$121,000) be split into two parts, with HVAC improvements (\$30,000) strongly supported for inclusion in the approved capital plan.
CARRIED

2. Reports

Jacqueline van Dyk presented the Director and Library reports.

3. Consent Agenda

MOVED by Alan Nixon and SECONDED by Sanford Osler THAT the Consent Agenda, excluding items 5.1.2, 5.3.1, 5.3.3, be accepted.

CARRIED

- **Operational Approval** – Regular Minutes of the Board – October 10, 2013
MOVED by Frank Sullivan and SECONDED by Sanford Osler THAT the Library Board October 10, 2013 minutes are approved.
CARRIED
- **5.1.2 Policy Review - Meeting Room**
Allan Nixon asked some questions regarding the North Vancouver Recreation Commission booking policy for Library meeting rooms. Helen Kaiser responded to these questions.
MOVED by Alan Nixon and SECONDED by Matthew DeBock THAT changes to the Meeting Room Policy are accepted.
CARRIED
- **5.3.1 Updates – Affiliates: School Board**
Mike McGraw organized a meeting between NVDPL’s Director and Chair and the School District 44’s Superintendent and Chair. Currently, the School District enjoys a strong relationship with the North Vancouver City Library. The Board is interested in developing a similar relationship with the North Vancouver District Public Library. Some initial ideas were discussed and there will be a follow up meeting with staff.
- **5.3.3 Updates – Affiliates: Friends of the Library**
Jacqueline van Dyk provided a verbal report of the November 12 meeting of the Friends of the Library.
- **5.3.4 Updates – Governance Committee**
Sanford Osler led the follow-up process that resulted from the October Board Meeting discussion regarding the current Board Chair’s eligibility to run in the subsequent year’s election for the Board Chair position. It was agreed that a ballot should be required to determine whether the limitation can be waived. As passed by secret ballot, the Board waived the limitation on Lucy Cayuela’s eligibility as a candidate for the board chair election which will be held at the January 2014 Library Board meeting.

4. Meeting Debrief

Follow up from Board Retreat

- **Reflections (substance & process)**
The Board was pleased with the retreat. Key issues were identified and discussed. Regret was voiced that there was not enough time at the retreat to reach consensus on the process to determine priorities.
Action: **Governance Committee** to consider this issue and recommend a process to establish priorities.
- **Approach for ongoing strategic discussions**
Action: **Jacqueline van Dyk** to solicit feedback from staff to find out what worked well in the last Strategic Plan and what ideas they might have for new strategic directions.

Action: **Jacqueline van Dyk** to invite representatives from each team to present their ideas at the January 2014 Board Meeting.

Action: **Alan Nixon** to request the District Council meet with a delegation from the Board to engage in discussion to ensure that future Library strategic directions reflect the Council's needs and aspirations.

Action: **Staff** to prepare a briefing for the Board delegation to present to Council

- **Opportunities for building Board profile with community and staff**
Action: **Staff** are encouraged to think about ways to leverage the Board to achieve Library goals
- **Board self-evaluation survey results**
Action: **Governance Committee** to analyze survey results, identify key themes and make recommendations
- **Advocacy**
NVDPL's 50th anniversary was identified as a great opportunity to connect and promote the Library within the community
Action: Standing item on Board Meeting Agenda for **Advocacy Committee**
- **End-of-year check-in regarding committee composition**
Action: Continue with current committee structure, populate in January and review this structure within the new Strategic Plan

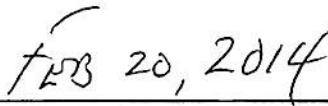
5. **Next Steps**

Governance committee meeting November 26th at 6:00pm

Meeting adjourned at 8:37pm.



Library Board Chair



Date

