



Lynn Valley Main Library

MINUTES

Present:

Lucy Cayuela	Library Chair
Alan Nixon	Library Board Trustee
Fiona Kelly	Library Board Trustee
Ken Lim	Library Board Trustee
Matthew DeBock	Library Board Trustee
Sanford Osler	Library Board Trustee
Jacqueline van Dyk	Director of Library Services
Barbara Kelly	Manager, Community Engagement
Corinne McConchie	Manager, Collections Management and Access
Leanne Erickson	Executive Assistant (recording)
Nicola McLaren	Business Manager

Regrets:

Frank Sullivan	Library Board Vice-Chair
Gopi Chande	Library Board Trustee
Mike McGraw	Library Board Trustee
Drew Jackson	Manager, Innovation and Learning
Madeline Kozak	Communications / Events Coordinator

Guests:

Ben Hyman	Executive Director, BC Libraries Cooperative
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1. BOARD CHAIR CALLED MEETING TO ORDER – 6:02PM

2. PRESENTATION

1. BC Libraries Co-op (Strategic Library Partner) - Ben Hyman, Managing Director

Incorporated as a Community Services Cooperative in 2009, the BC Libraries Co-op is non-profit technology and professional service provider primarily working with libraries. Its 130 members across Canada include public, post-secondary, First Nation, Government, and special libraries, as well as museums. The BCLC team includes nearly twenty Canadian technologists, educators, developers, trainers, project managers, and systems administrators, collectively delivering a variety of services to members across Canada.

It is a unique organization in the Canadian landscape, with “feet” in libraries, social enterprises, technology and education. Being a cooperative, they live by six core principles:

1. Voluntary Membership
2. Democratic Member Control
3. Member Economic Participation

4. Education, Training and Information
5. Co-operation among Co-operatives
6. Concern for Community

These principles are woven throughout their foundational documents and the 3 year Strategic Plan that was released last year. Their strategic priorities include delivering shared operational infrastructure and resources, leveraging the success of their members, and communicating their message.

Services provided to NVDPL are as follows:

- Content aggregator (e.g. BiblioCommons, Hoopla, Zinio, databases, etc) – 25% overall savings on these digital products
- National Network of Equitable Library Services – digital public library featuring materials for Vision Impaired Canadians; demonstrating their ability to bring initiatives from fruition on time, within public sector budgets, and with a view to short and long term sustainability plans
- Digitization / Repository developer and host – “Toolshed”, a repository for library-created materials that support access and programs (w/ The Alberta Library (TAL) & the Association of BC Public Library Directors (ABCPLD)); West Beyond the West, BC’s historical documents portal
- “Learn along-side” sessions / co-exploratory workshops, such as DataCamps and Maker Spaces
- Open source Integrated Library System provider and developer – spanning 3 provinces, 120 communities, 75 libraries; (insurance against the marketplace for NVDPL)
- Open source Content Management Solution host and provider

2. ADDITIONAL ITEMS FOR AGENDA

MOVED by Alan Nixon and **SECONDED** by Matthew DeBock to begin the first of two In-Camera meetings and **THAT** the regular meeting will resume once completed.

CARRIED.

3. REPORTS

1. Chair

Nothing to report.

2. Financial Statement – Year to date

Nicola McLaren, the new Business Manager, prepared the Results of Operations and the budget comparison for the month and year to date period ended April 30, 2014. She will be working with the District to better streamline the reporting process and improve the categorization and reporting of expenses. There are some line items that still require further investigation and she hopes to provide more details at the July Board meeting. Furthermore, Nicola will be addressing the existing policies and procedures around financial management and will be working with the Finance Committee over the coming months. She will be reporting the progress to the Audit and Finance Committee of the District at their September meeting.

ACTION: Nicola McLaren is to add a column to end of provided spreadsheet showing use of budget year-to-date.

5. **CONSENT AGENDA**

MOVED by Alan Nixon and **SECONDED** by Matthew DeBock **THAT** the Consent Agenda be accepted and **THAT** the Regular Minutes of the Board – May 08, 2014 are approved.

CARRIED.

6. **STRATEGIC DISCUSSION**

1. **Debrief of Spring Board Retreat**

The general consensus between the Board and library staff that attended the Spring Board Retreat is that it was a great success. The emerging Strategic Framework will be adaptable to the ever changing needs of the community. All members of the Board and staff participated fully in the discussions and the interactive workshop segments of the day.

There have already been some immediate outcomes to the work that was done that day. Management reported that library staff are engaged in developing in the emerging framework and the organizers of 'Culture Days' are excited about what they have heard come out of the retreat.

7. **STANDING ITEMS**

1. **Advocacy**

1. **50th Anniversary Celebrations**

Management reported that there are plans to involve District councillors and politicians in these upcoming events.

ACTION: Madeline Kozak, Communications and Events Coordinator will compile an invitation to send to the District councillors and politicians to extend the invitation to out upcoming 50th celebrations.

2. **BCLTA Conference and AGM**

Lucy Cayuala spoke about the recent CLA / BCLTA Conference that she attended in Victoria at the end of May. She stated that the presentations were very informative and hopes to allocate funds in future budgets to allow for more participation from the Library Board Trustees.

ACTION: Library Board Trustees will continue to be notified of relevant community events, speaker events, and seminars by the Management Team at NVDPL to allow for their voluntary participation.

2. **Updates - Committees**

1. **Governance**

The Governance Committee is seeking advice from the District CAO on when to inform council on the emerging strategic framework,. There is also a plan to hold an information session for the District council candidates in the fall.

The committee continues the process of reviewing and editing Library Board policies.

In regards to the plans of the current trustees, there will be a few vacancies in 2015. To fill these gaps, the plan is to hold an informational Open-House for members of the community to pique their interest in applying to be a trustee.

Also, in 2015 the committee will implement a secret ballot practice to elect the Chair and Vice-Chair of the Board.

The next meeting of the Governance Committee is scheduled for Thursday, September 4, 2014.

ACTION: Members of the Finance & Infrastructure Committee and Human Resources Committee are to submit any changes to their terms of reference before the next Governance Committee meeting on September 4, 2014.

3. Updates - Affiliates

1. InterLINK

Ken Lim reported that funds have been approved to use the existing patron direct request system, information will be available from a Canadian host, and that \$5000 has been allocated for a speakers series.

The next InterLINK meeting will be held on Friday, September 5, 2014.

2. Friends of the Library

Lucy Cayuela reported that the last book sale at the end of May brought in approx. \$4000. She expressed the need to rekindle the relationship with the Friends of the Library as we have them to thank for the district gallery.

The next Friends of the Library meeting will be held on Wednesday, June 18th. Nicola McLaren and Madeline Kozak will attend.

3. Council

Councillor, Alan Nixon reported that the District has adopted the bylaws for the new Lynn Valley Town Centre. This development will bring a lot more people into the area. The estimated completion is in 6 years; first phase will most likely be the Zellers store.

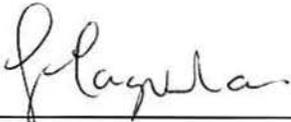
In the Lower Capilano area, a public hearing will be held on Tuesday, June 17th to discuss a development on the former North Shore Winter Club site. Estimated to be completed in 6-8 years, it is to include a 24,000 sqft community facility. Operations and services are expected to be delivered through a partnership including the District of North Vancouver, the North Vancouver Recreation Commission, the North Vancouver District Public Library and Capilano Community Services Society.

With approximately 47 approved development proposals for the District, there is a potential role that library could play with these developments. This could include displaying development plans and holding information sessions for community members.

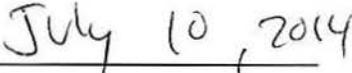
MOVED by Alan Nixon and SECONDED by Fiona Kelly THAT the regular meeting of the board be adjourned and THAT the second In-Camera meeting begins.

CARRIED.

ADJOURN TO IN-CAMERA - 8:07pm



Library Board Chair



Date