

REGULAR MEETING of the NVDPL BOARD

THURSDAY, APRIL 27, 2023 – 6:00 PM

In-person at Lynn Valley Library, 2nd Floor in the Learning Lab

AGENDA

ATTENDEES

Library Board

James Mitchell – Vice Chair
 Gerald Baier – Trustee
 Lara Greguric – Trustee
 Barb Lawrie – Trustee
 Kristine Mactaggart Wright – Trustee
 Herman Mah – Council Representative
 Valerie Dong – Trustee

Regrets

Kulvir Mann – Board Chair
 Ana Lopez – Trustee

Library Staff

Jacqueline van Dyk – Library Director
 Suzanne Hendriks – Executive Assistant
 Sandi Burgess – Manager, Welcoming Initiatives
 Alex Etesami – Manager, Innovation & Learning
 Deborah Hudson – Business Manager
 Krista Scanlon – Manager, Collections Services

Guests

Andy Wardell – General Manager-Finance and CFO, DNV
 Rick Danyluk – Deputy GM, Finance and Deputy CFO, DNV
 Elio Iorio – Manager Financial Services, DNV
 Jaskaran Gill, Accounting and Reporting Manager, DNV

5:30 PM	0.	DINNER SERVED	
6:00 PM	1.	CALL MEETING TO ORDER – BOARD CHAIR	
6:01 PM	2.	ADOPTION OF AGENDA	
6:02 PM	3.	REPORTS	
		1. Chair’s Report	(verbal)
		2. Director’s Report	(verbal)
6:10 PM	4.	CONSENT AGENDA	
		1. Operational Approval	
		1. Approval of Regular Minutes of the Board – <i>February 23, 2023</i>	(att 4.1.1)
		2. Reports	
		1. Media Report	(att 4.2.1)
		2. Board Action Items	(att 4.2.2)
		3. Board Work Plan	(att 4.2.3)
		4. Q1 2023 Director Quarterly Report	(att 4.2.4)
		5. Q1 2023 Library Operations Quarterly Report	(att 4.2.5)
		6. Request for Reconsideration of Library Materials Annual Report	(att 4.2.6)
		7. Risk Management Annual Report	(att 4.2.7)

3. Correspondence

1. 2022 Public Library Grant Report & COVID-19 Emergency Grant (att 4.3.1)
2. Invitation to visit NVDPL – Honourable Anne Kang (att 4.3.2)
3. Library Tour – Meeting with Minister Kang (response) (att 4.3.3)
4. 2023 Public Library Grants Award Letter (att 4.3.4)
5. InterLINK Board Meeting Summary April 4, 2023 (att 4.3.5)

6:15 PM

5. BOARD MOTIONS/DISCUSSIONS

1. Review 2022 Draft Audited Financial Statements (att 5.1)
2. Review 2022 Draft Audited Financial Statement Analysis (att 5.2)
3. Review 2022 Statement of Financial Information (SOFI) (att 5.3)
4. B-OHS-04 Anti-Discrimination and Anti Racism Policy (att 5.4)
5. 2022 Annual Report Content Outline (att 5.5)
6. Lynn Creek Community Centre – Library Equipment Procurement (att 5.6)
7. Introduction of Cargo Bikes Lending Pilot Program (att 5.7)

6:45 PM

6. PRESENTATION: Library Services Platform Migration (att 6.0)

7:15 PM

7. STANDING ITEMS

1. Updates – Committees

1. Finance and Audit – *met April 20, 2023* (att 7.1)
2. Governance – *met March 23, 2023* (att 7.2)
3. Human Resources – *met March 16, 2023* (att 7.3)
4. Advocacy – *next meeting June 22, 2023*

2. Updates – Affiliates

1. InterLINK (verbal)
2. Friends of the Library (verbal)
3. Council (verbal)

7:25 PM

8. IMPORTANT UPCOMING DATES

- **Thursday April 28, 2023 to Saturday April 29, 2023**
North Shore Writers Festival
- **Date TBD in May 2023 – 6:00 PM**
NVDPL Governance Committee Meeting
- **Thursday, June 22, 2023 – 6:00 PM**
NVDPL Board Meeting

7:30 PM

9. ADJOURN TO IN-CAMERA MEETING