

## REGULAR MEETING of the NVDPL BOARD

THURSDAY, NOVEMBER 23, 2023 – 6:00 PM

In person

# AGENDA

### ATTENDEES

#### Library Board

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

#### Regrets

Kulvir Mann – Board Chair  
Ana Lopez – Trustee

#### Library Staff

Jacqueline van Dyk – Library Director  
Suzanne Hendriks – Executive Assistant  
Meghan Crowe – Communications/Events Coordinator  
Krista Scanlon – Manager, Collection Services

- |         |           |  |                    |
|---------|-----------|--|--------------------|
| 6:00 PM | <b>1.</b> | <b>CALL MEETING TO ORDER – BOARD CHAIR</b>                           |                    |
| 6:01 PM | <b>2.</b> | <b>ADOPTION OF AGENDA</b>  |                    |
| 6:02 PM | <b>3.</b> | <b>REPORTS</b>   |                    |
|         | 1.        | Chair’s Report   | <b>(verbal)</b>    |
|         | 2.        | Director’s Report  | <b>(verbal)</b>    |
| 6:10 PM | <b>4.</b> | <b>CONSENT AGENDA</b>  |                    |
|         | <b>1.</b> | <b>Operational Approval</b>  |                    |
|         | 1.        | Approval of Regular Minutes of the Board – <i>September 28, 2023</i> | <b>(att 4.1.1)</b> |
|         | 2.        | Approval of Special Minutes of the Board – <i>October 11, 2023</i>   | <b>(att 4.1.2)</b> |
|         | <b>2.</b> | <b>Reports</b>   |                    |
|         | 1.        | Media Report   | <b>(att 4.2.1)</b> |
|         | 2.        | Board Action Items   | <b>(att 4.2.2)</b> |
|         | 3.        | Board Work Plan  | <b>(att 4.2.3)</b> |
|         | 4.        | Q3 Report on Financial Operations                                    | <b>(att 4.2.4)</b> |
|         | 5.        | Q3 2023 Director Quarterly Report                                    | <b>(att 4.2.5)</b> |
|         | 6.        | Q3 2023 Library Operations Report                                    | <b>(att 4.2.6)</b> |
|         | 7.        | KPMG Audit Planning Report   | <b>(att 4.2.7)</b> |
|         | <b>3.</b> | <b>Correspondence</b>  |                    |
|         | 1.        | InterLINK Provision of Library Services                              | <b>(att 4.3.1)</b> |

- 6:15 PM      **5.      BOARD MOTIONS/DISCUSSIONS**
1. Annual Review of Library Closure Dates for 2024 (att 5.1)
  2. Review Policies (att 5.2)
    - I. B-OP-13 Regulation of Borrowing Privileges, Appendix A
    - II. B-FIN-18 Banking
  3. 2024-2027 Strategic Plan – Process Update (att 5.3)
- 7:00 PM      **6.      ADVOCACY COMMITTEE OF THE WHOLE** (att 6.0)
- 7:20 PM      **7.      STANDING ITEMS**
- 1. Updates – Committees**
    1. Finance and Audit – *Minutes, July 27, 2023 & September 27, 2023* (att 7.1.1)
    2. Governance – *Minutes, May 23, 2023* (att 7.1.2)
    3. Human Resources (verbal)
    4. Advocacy (verbal)
  - 2. Updates – Affiliates**
    1. InterLINK (verbal)
    2. Friends of the Library (verbal)
    3. Council (verbal)
- 7:25 PM      **8.      IMPORTANT UPCOMING DATES**
- **Wednesday, November 29<sup>th</sup> – All locations closed 10:00 AM- 2:00 PM**  
All Staff Workshop, Seymour Golf Club
  - **Wednesday, December 6<sup>th</sup> – 6:00-9:00 PM**  
NVDPL Board Holiday Celebration, Seymour Golf Club
  - **Thursday, January 25<sup>th</sup>, 2024 – 6:00 PM**  
NVDPL 2023 Inaugural Board Meeting
- 7:30 PM      **9.      ADJOURN**