



REGULAR MEETING of the NVDPL BOARD

THURSDAY, NOVEMBER 22, 2018 – 6:15 PM

Lynn Valley Library – Program Room, 1st Floor
1277 Lynn Valley Road, North Vancouver, BC

AGENDA

ATTENDEES

Library Board

Linda Munro – Acting Chair
Allison Rzen – Trustee
Lara Greguric – Trustee
Phil Webber – Trustee (via phone)
Colleen MacMillan – Trustee
Valerie Dong – Trustee
Ana Lopez – Trustee

REGRETS

Jim Hanson – Trustee / Council Rep.
Mike Little – Chair

Library Staff

Jacqueline van Dyk – Library Director
Sarka Navratil – Executive Assistant
Meghan Crowe – Communications/Events Coordinator
Alison Campbell – Manager, Community Connections
Krista Scanlon – Manager, Collection Services
Deborah Hudson – Business Manager
Maryann Kempthorne – Manager, Innovation & Learning
Sandi Burgess – Manager, Welcoming Initiatives

Guest

Rick Danyluk – DNV, Manager Financial Planning

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|---------|-----------|--|-------------|
| 6:15 PM | 1. | WELCOME – CALL MEETING TO ORDER | |
| 6:20 PM | 2. | ADOPTION OF AGENDA | |
| 6:25 PM | 3. | STANDING REPORTS | |
| | 1. | Chair’s Report | (verbal) |
| | 2. | Director’s Report | (verbal) |
| 6:30 PM | 4. | CONSENT AGENDA | |
| | 1. | Operational Approval | |
| | 1. | Approval of Regular Minutes of the Board – <i>October 25, 2018</i> | (att 4.1.1) |
| | 2. | Reports | |
| | 1. | Media Report – October 15-November 15, 2018 | (att 4.2.1) |
| | 2. | Q3 2018 Report on Financial Operations | (att 4.2.2) |
| | 3. | Library Month Fee Amnesty Campaign Report | (att 4.2.3) |
| | 4. | NVDPL Q4 2018 Board Work Plan | (att 4.2.4) |
| | 5. | NVDPL Board Action Items | (att 4.2.5) |
| | 3. | Correspondence | |
| | 1. | Letter to Mayor Richard Walton | (att 4.3.1) |
| | 2. | Letter from Minister Rob Fleming | (att 4.3.2) |
| | 3. | Letter to the Friends of the Library | (att 4.3.3) |

- 6:40 PM **5. BOARD ACTION/DISCUSSION ITEMS**
- 1. Discussion Items**
1. 2019 Budget – Approval (att 5.1.1)
 2. Annual Review of Fines, Fees and Charges (att 5.1.2)
 3. 2019 Library Closure Dates (att 5.1.3)
 4. Annual Review of Policy B-OHS-03 Positive Workplace Environment: Anti-Bullying and Harassment (att 5.1.4)
- 7:20 PM **6. STANDING ITEMS**
- 1. Updates – Committees**
1. Finance and Infrastructure
Met November 15 – *Meeting Notes – September 12, 2018* and *Meeting Minutes – July 18, 2018* (att 6.1.1)
 2. Governance
Met November 13 – *Meeting Minutes – October 18, 2018* (att 6.1.2)
 3. Human Resources
- 2. Updates – Affiliates**
1. InterLINK (verbal)
 2. Friends of the Library (verbal)
 3. Council (verbal)
- 7:40 PM **7. IMPORTANT UPCOMING DATES**
- **Sunday, December 2 – 4:00 pm-5:30 pm**
Parade of Trees Grand Lighting
(Lynn Valley Village Plaza)
 - **Wednesday, December 5 – All locations closed 9:00 am-2:00 pm**
All Staff Development Workshop
(Seymour Golf and Country Club)
 - **Wednesday, December 5 – 5:00-7:00 pm**
Year-End Board Dinner
(Seymour Golf and Country Club)
 - **December 9 & 16 – 3:30 pm-5:30 pm**
Carols in the Village
(Lynn Valley Village Plaza)
 - **Friday, December 14 – 5:00-7:00 pm**
Library Holiday Open Houses
(Lynn Valley 1-3 pm, Capilano 1:30-3:30 pm, Parkgate 2:30-4:30)
 - **Thursday, January 24, 2019-6:00 pm**
NVDPL Board Meeting
(Lynn Valley Library, 1st Floor Program Room)
- 7:45 PM **8. ADJOURN**