



## REGULAR MEETING of the NVDPL BOARD

THURSDAY, APRIL 25, 2019 – 6:00 PM

Lynn Valley Library – Learning Lab, 2<sup>nd</sup> Floor

1277 Lynn Valley Road, North Vancouver, BC

# AGENDA

### ATTENDEES

#### Library Board

Kristine Mactaggart Wright – Board Chair  
 Lara Greguric – Vice Chair  
 Allison Rzen – Trustee  
 Ana Lopez – Trustee  
 Gerald Baier – Trustee  
 James Mitchell – Trustee  
 Jordan Back – Council Representative  
 Phil Webber – Trustee (via phone)  
 Valerie Dong – Trustee

#### Library Staff

Jacqueline van Dyk – Library Director  
 Sarka Navratil – Executive Assistant  
 Sandi Burgess – Manager, Welcoming Initiatives  
 Alison Campbell – Manager, Community Connections  
 Meghan Crowe – Communication Coordinator

#### Guests

Michael Boehm – President, North Shore Community Foundation  
 Tim McMorran – Vice-President, North Shore Community Foundation  
 Andy Wardell – GM – Finance/CFO, Financial Services, DNV  
 Jaskaran Gill – Manager, Accounting and Reporting, DNV  
 Saira Walker – Manager, Human Resources, DNV

- |         |  |             |
|---------|--|-------------|
| 6:00 PM | <b>1. WELCOME – CALL MEETING TO ORDER</b>                              |             |
| 6:01 PM | <b>2. PRESENTATION – North Shore Community Foundation</b>              |             |
| 6:20 PM | <b>3. ADOPTION OF AGENDA</b>   |             |
| 6:21 PM | <b>4. STANDING REPORTS</b>   |             |
|         | 1. Chair’s Report  | (verbal)    |
|         | 2. Director’s Report   | (verbal)    |
| 6:25 PM | <b>5. CONSENT AGENDA</b>   |             |
|         | <b>1. Operational Approval</b>   |             |
|         | 1. Approval of Regular Minutes of the Board – <i>February 28, 2019</i> | (att 5.1.1) |
|         | <b>2. Reports</b>  |             |
|         | 1. Media Report - February 21 - xxx, 2019                              | (att 5.2.1) |
|         | 2. 2018 Provincial Library Grant Report                                | (att 5.2.2) |
|         | 3. Q1 2019 Director’s Quarterly Report                                 | (att 5.2.3) |
|         | 4. Q1 2019 Library Operations Report                                   | (att 5.2.4) |
|         | 5. Report on Universal Washrooms                                       | (att 5.2.5) |
|         | 6. InterLINK – 2019 Budget   | (att 5.2.6) |

### 3. Correspondence

1. Letter to Mayor Mike Little (att 5.3.1)
2. Korean Delegation Letter (att 5.3.2)
3. Ministry of Education Grant Award Letter (att 5.3.3)

6:30 PM

## 6. BOARD ACTION ITEMS/DISCUSSIONS

### 1. Motions Required

1. 2018 Draft Audited Financial Statements (att 6.1.1)
2. 2018 Draft Statement of Financial Information (SOFI) (att 6.1.2)
3. NS Community Foundation Revenue (att 6.1.3)
4. HR Service Agreement (att 6.1.4)
5. FIC Terms of Reference BG-GOV-02.1 (att 6.1.5)
6. 2018 Annual Report (att 6.1.6)

### 2. Discussion

1. NVDPL Board Action Items (att 6.2.1)

7:00 PM

## 7. ADVOCACY COMMITTEE OF THE WHOLE

(att 7.0)

7:30 PM

## 8. STANDING ITEMS

### 1. Updates – Committees

1. Finance and Infrastructure (att 8.1.1)
2. Governance
3. Human Resources

### 2. Updates – Affiliates

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

7:40 PM

## 8. IMPORTANT UPCOMING DATES

- **Saturday, May 11 – 7:00 PM**  
**Whisky Library Fundraiser**  
*(Lynn Valley Library)*
- **Wednesday, June 12 – 5:45-8:45 PM**  
**North Shore Library Boards: Workshop**  
*(West Vancouver Memorial Library, Welsh Hall)*
- **Thursday, June 27 – 6:00 PM**  
**Regular Meeting of the NVDPL Board**  
*(Learning Lab, 2<sup>nd</sup> Floor, Lynn Valley Library)*

7:45 PM

## 9. ADJOURN to IN CAMERA