



REGULAR MEETING of the NVDPL BOARD

THURSDAY, FEBRUARY 22, 2018 – 6:30 PM

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

MINUTES

ATTENDEES

Library Board

Mike Little – Chair
Linda Munro – Vice Chair
Jim Hanson – Trustee / Council Rep.
Allison Rzen – Trustee
Lara Greguric – Trustee
Colleen MacMillan – Trustee
Phil Webber – Trustee
Valerie Dong – Trustee
Ana Lopez – Trustee

REGRETS

Library board
None

Library Staff

Jacqueline van Dyk – Library Director
Meghan Crowe – Communications/Events Coordinator
Alison Campbell – Manager, Community Connections
Krista Scanlon – Manager, Collection Services
Deborah Hudson – Business Manager
Sarka Navratil – Executive Assistant

REGRETS

Library Staff
Corinne McConchie—Manager, Welcoming Initiatives

1. BOARD CHAIR CALLED MEETING TO ORDER – 6:30 PM

Board Chair Mike Little welcomed two new Board members, Valerie Dong and Ana Lopez, to the NVDPL. Round table introductions of Board members and staff.

2. ADOPTION OF AGENDA

Board Chair asked if there were any changes that needed to be made in reference to the Agenda. There were none.

MOVED by Lara Greguric and SECONDED by Phil Webber

THAT the Agenda for the February 22, 2018 Regular Meeting of the Board be adopted. (18-02-01)

MOTION CARRIED

2. STANDING REPORTS

2.1 Chair's Report

Board Chair met with the DNV Advisory Oversight Committee regarding the selection of new Library Board members. Discussion of Capilano Library's closure of main entrance for up to 5 months;

temporary entrance will be made available through community room. Board Chair also met with past Trustee Mark Jefferson.

2.2 Director's Report

The joint NVDPL Board and NVSD Board meeting is scheduled for April 10, 2018 at the Capilano Library. February's Inspiring stories featured 'Paws-ing 4 Stories'. Trustee LM enquired about the participation rate in the Paws-ing 4 Stories program, Community Connections Manager responded that the program was fully booked. Briefing book was distributed for the Board's reference. Future Trustee orientation training is available to new Trustees, and also as a refresher for current Board members. Jacqui Jones-Cox, Capilano Branch Coordinator, is retiring on February 28. Adam Farrell, Innovation and Learning Manager has resigned, position has been posted.

2.3 Business Report

Working with the DNV toward the Library's 2017 year-end, otherwise business as usual.

3. CONSENT AGENDA

3.1 Operational Approval

3.2 Reports

- 3.2.1 Media Report**
- 3.2.2 NVDPL Board Action Items**

3.3 Correspondence

- 3.3.1 BCLTA Brief – January 2018**
- 3.3.2 Letter to Minister Rob Fleming**
- 3.3.3 Thank You Letter to DNV Council**

MOVED by Lara Greguric and SECONDED by Linda Munro

THAT the Consent Agenda be adopted as presented;

AND THAT the Minutes of the Regular Meeting of the Board—January 25, 2018, be approved.

(18-02-02)

MOTION CARRIED

4. BOARD ACTION ITEMS

4.1 Motions Required

4.1.1 Committee Appointments

NVDPL Board Standing Committee Appointments

For the benefit of new Board members, Committee Chairs described the purpose and responsibility of each Committee. As required quorum is three Board members for all

Committees (with the exception of HR), decision was made to elect 4-5 Board members to ensure quorum is met.

- **Finance and Infrastructure Committee:** Lara Greguric; Mike Little; Colleen MacMillan; Allison Rzen; Jim Hanson, Jacqueline van Dyk (Ex-officio)
Next meetings: March 13, April 18 or 19
- **Governance:** Phil Webber; Linda Munro; Valerie Dong; Mike Little, Jacqueline van Dyk (Ex-officio).
- **Human Resources:** Ana Lopez; Phil Webber; Mike Little, Jacqueline van Dyk (Ex-officio)
- **Advocacy:** Committee of the Whole: All
- **InterLINK Board Designate and Alternate:** decided at January's Board meeting

MOVED by Jim Hanson and SECONDED by Alison Rzen

THAT the Board approves the following appointments to the Committees:

Finance and Infrastructure Committee: Lara Greguric; Mike Little; Colleen MacMillan; Allison Rzen; Jim Hanson

Governance: Phil Webber; Linda Munro; Valerie Dong; Mike Little

Human Resources: Ana Lopez; Phil Webber; Mike Little

(18-02-03)

MOTION CARRIED

4.2 Discussion

4.2.1 Review Community Information Policy B-OP-08 – Director of Library Services reviewed the Policy with the Board. Policy has not been changed; poppy sales can occur outside of library doors, donation boxes are not to be left inside the library. Board was in agreement to proceed no further on this manner. Trustee PW asked if there have been any changes to the Policy, Library Director indicated there hadn't been, as the Policy was presented for discussion purposes only.

4.2.2 2017 Provincial Library Grant Report – Library Director reviewed the Grant Report with the Board, invited questions and feedback. Trustee AL stated her appreciation for receiving the Report.

5. ADVOCACY COMMITTEE OF THE WHOLE

MOVED by Mike Little and SECONDED by Lara Greguric

THAT the Board enter into the Committee of the Whole. (18-02-04)

MOTION CARRIED

6. STANDING ITEMS

6.1 Updates – Committees

6.1.1 Advocacy

6.1.2 Finance and Infrastructure

Next meetings: March 13, 6-8 pm, April 19, 6-8 pm.

6.1.3 Governance

No meetings have been held. Meeting to be set.

ACTION: Phil Webber to provide possible dates for Governance committee meeting.

6.1.4 Human Resources

No meetings have been held. Meeting to be set.

ACTION: Mike Little to provide possible dates for Human Resources committee meeting.

7.2 Updates – Affiliates

7.1.1 InterLINK

Meeting on Tuesday, February 27.

7.1.2 Friends of the Library – Book sale held February 2-4, over \$5K raised.

7.1.3 Council – JH thanked VD and AL for their interest in joining the NVDPL Board.

8. IMPORTANT UPCOMING DATES

Trustees noted the important upcoming dates on the Agenda.

Decision to forego March Board meeting as there are no pressing Agenda items.

Next meetings: joint NVSD44/NVDPL April 10, Regular Board meeting April 26.

< Alison Rzen left meeting at 9:00 pm >

9. ADJOURN – 9:05 PM

MOVED by Colleen MacMillan

THAT the Regular Meeting of the NVDPL Board be adjourned. (18-02-05)

MOTION CARRIED.

Library Board Chair

Date

64/26/18.

Director, Library Services

Date

26 Apr 2018