

INAUGURAL MEETING of the NVDPL BOARD

MINUTES

THURSDAY, JANUARY 23, 2020 – 6:00 PM

Lynn Valley Library – Learning Lab, 2nd Floor
1277 Lynn Valley Road, North Vancouver, BC

ATTENDEES

Library Board

Kristine Mactaggart Wright – 2019 Board Chair
Lara Greguric – 2019 Vice Chair
Barb Lawrie – Trustee
Gerald Baier – Trustee
Jordan Back – Council Representative
Kulvir Mann – Trustee
Valerie Dong – Trustee

Regrets

Ana Lopez – Trustee
James Mitchell – Trustee

Library Staff

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

1. **WELCOME AND INTRODUCTIONS – DIRECTOR OF LIBRARY SERVICES.** Round table introductions, including two new Board members, Barb Lawrie and Kulvir Mann, and attending library staff.

2. **LIBRARY DIRECTOR CALLED MEETING TO ORDER – 6:52 PM**

3. **ELECTIONS AND APPOINTMENTS**

3.1 Election of Board Chair

Library Director conducted the election process for the position of Library Board Chair. Trustee JB nominated Trustee KMW. Kristine Mactaggart Wright was declared the 2020 Library Board Chair by acclamation.

3.1.1 Incoming Board Chair's Remarks

Board Chair attended Meet the Mayor event at Parkgate Library, very positive feedback received for the Library Director and the Library.

3.2 Election of Vice-Chair

Board Chair conducted the election process for Library Board Vice-Chair. Lara Greguric was acclaimed as the Board's 2020 Vice-Chair.

3.1.1 Incoming Vice-Chair's Remarks

Vice Chair stated she is looking forward to the implementation of the new 2020-2023 Strategic Plan.

4. ADOPTION OF AGENDA

Board Chair requested a motion to adopt the Agenda.

MOVED by Jordan Back and SECONDED by Valerie Dong

THAT the Agenda for the January 23, 2020 Inaugural Meeting of the Board be approved.
(20-01-01)

MOTION CARRIED

5. REPORTS

5.1 Chair's Report

Report provided in Item 3.1.1.

5.2 Director's Report

The Director of Library Services provided updates:

- Inspiring Stories
- Orientation for new library trustees held on January 17, 2020
- StoryLab progress update
- New Teen furniture installed at Capilano Library
- Express Library at Lionsgate delayed until 2021

MOVED by Jordan Back and SECONDED by Lara Greguric

THAT the Reports be received by the Board. (20-01-02)

MOTION CARRIED

6. CONSENT AGENDA

6.1 Operational Approval

5.1.1 Approval of Regular Minutes of the Board – *September 26, 2019*

6.2 Reports

6.2.1 Media Report – *November 13, 2019 – January 14, 2020*

6.2.2 Q4 2019 Director's Quarterly Report

6.2.3 Q4 2019 Library Operations Report

6.2.4 2019 Board Work Plan

6.2.5 2019 Board Survey

6.2.6 InterLINK – 2020 Budget

6.3 Correspondence

6.3.1 Letter of Appreciation from NVDPL Board Chair to Mayor Little

MOVED by Lara Greguric and SECONDED by Valerie Dong

THAT the Consent Agenda be adopted and the Reports contained therein be received;

AND THAT the Minutes of the regular meeting of the Board – *November 13, 2019* be approved.

(20-01-03)

MOTION CARRIED

7. BOARD ACTION ITEMS/DISCUSSIONS

7.1 Motions Required

7.1.1 2020 Director Work Plan

MOVED by Kulvir Mann and SECONDED by Barb Lawrie

THAT the Board supports the 2020 Annual Work Plan of the Library Director. (20-01-04)

MOTION CARRIED

7.1.2 2020 Board Work Plan

MOVED by Jordan Back and SECONDED by Kulvir Mann

THAT the Board supports its 2020 Annual Work Plan. (20-01-05)

MOTION CARRIED

7.1.3 Regular Board Meeting Schedule for 2020

MOVED by Jordan Back and SECONDED by Lara Greguric

THAT the Board supports its 2020 Annual Work Plan. (20-01-06)

MOTION CARRIED

7.1.4 Committee Appointments –

MOVED Lara Greguric by and SECONDED by Barb Lawrie

THAT the Library Board supports the following appointments to the Committees:

Finance and Audit Committee

Lara Greguric; Jordan Back, Barb Lawrie, Kulvir Mann; Kristine Mactaggart Wright

Governance Committee

Gerald Baier; James Mitchell; Valerie Dong; Kristine Mactaggart Wright

Human Resources Committee

Ana Lopez; Kristine Mactaggart Wright; Jordan Back

AND THAT the Library Board supports the following appointments to the InterLINK Board:

Director: *Barb Lawrie* Alternate: *Gerald Baier* (20-01-07)

MOTION CARRIED

7.1.5 Board Micro-Budget for 2020 – Library Director provided a brief overview.

MOVED by Jordan Back and SECONDED by Kulvir Mann

THAT the Board expenditures in 2020 be allocated in accordance with the suggested “micro-budget” as outlined. (20-01-08)

MOTION CARRIED

7.1.6 Meeting Room Policy – Manager, Welcoming Initiatives, provided Policy background. Update is required to ensure bookings reflect the opinions, values and security of NVDPL. Discussion points included:

- need to be more specific on who is responsible for making judgement on what constitutes a disturbance consultation with local law enforcement
- following proper safety processes
- protesters can provide more risk than speakers

- perceived Library endorsement
- signage
- update Management Guideline instead of Policy
- on-going availability not allowed, meeting rooms currently for Library use 9 am-5 pm

ACTION: Policy B-OP-17 to be forwarded to Governance Committee for review.

7.2.1 NVDPL 2020-2023 Strategic Plan – Library Director provided an overview of upcoming staff orientations and other next steps with the new Strategic Plan.

ACTION: Land Acknowledgement to be discussed at a future Board Meeting.

7.2.2 NVDPL Board Action Items – Board Chair provided background on NCFS’s endowment.

ACTION: Decision to move NVDPL Board Action Items under Consent Agenda.

8. STANDING ITEMS

8.1 Updates – Committees

- 8.1.1 Finance and Audit** – Financial Statements to be reviewed at next meeting
- 8.1.2 Governance** – to clarify ex-officio role
- 8.1.3 Advocacy** – community outreach on behalf of the Board and the Library. Trustee KM volunteered as Chair
- 8.1.4 Human Resources** – update to be discussed In-Camera

8.2 Updates – Affiliates

- 8.2.1 InterLINK** – Board meeting on February 25 at 5 pm, orientation at 4:15 pm.
- 8.2.2 Friends of the Library** – Book Sale February 7-9
- 8.2.3 Council** – Council and staff continue working on OCP review, and preparing white papers on each of the four priority areas (housing, transportation, climate, economy) coming back to Council in Spring.

9. IMPORTANT UPCOMING DATES

Trustees noted important upcoming dates on the Agenda.

ACTION: Decision to schedule Wednesday, December 2, 2020 for NVDPL Board Christmas dinner.

10. ADJOURN MEETING – 8:16 PM

MOVED by Valerie Dong and SECONDED by Gerald Baier

THAT the Board adjourn to an In-Camera Meeting. (20-01-09)



Library Board Chair

Date

MOTION CARRIED

Feb 27/2020



Director, Library Services

Date

27 Feb 2020