

REGULAR MEETING of the NVDPL BOARD

THURSDAY, FEBRUARY 25, 2021 – 6:00 PM

Zoom Video Conference

MINUTES

ATTENDEES

Library Board

Lara Greguric – Board Chair
Kulvir Mann – Vice Chair
Ana Lopez – Trustee
Barb Lawrie – Trustee
Gerald Baier – Trustee
James Mitchell – Trustee
Kristine Mactaggart Wright – Trustee
Megan Curren – Trustee/Council Representative
Valerie Dong – Trustee

Library Staff

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

Guests

Andy Wardell – General Manager-Finance and CFO, DNV

1. BOARD CHAIR CALLED MEETING TO ORDER – 6:06 PM

2. ADOPTION OF AGENDA

Board Chair requested a motion to adopt the Agenda.

MOVED by Ana Lopez and SECONDED by Barb Lawrie

THAT the Agenda for the February 25, 2021 Meeting of the Board be approved as amended. (21-02-01)

MOTION CARRIED

3. REPORTS

3.1 Chair's Report – congratulatory letters mailed to Minister and MLAs. Board Chair will be reaching out to Trustees to discuss individual 2021 Board goals.

3.2 Director's Report

Library Director's update included:

- DNV Council considered and expressed support for the Board's proposal for the elimination of overdue fines on Monday, February 22.
- New non-traditional circulation of puzzles introduced last week, over 100 puzzles checked out before Family Day.
- Board Chair and Library Director met to review plan for the year, extended an invitation to Mayor Little to attend April's Board meeting.

MOVED by Valerie Dong and SECONDED by Kulvir Mann

THAT the reports be received by the Board. (21-02-02)

MOTION CARRIED

4. CONSENT AGENDA

4.1 Operational Approval

4.1.1 Approval of Inaugural Minutes of the Board – January 28, 2021

4.2 Reports

4.2.1 Media Report – *January, 2021*

4.2.2 Board Action Items

4.2.3 Board Work Plan

4.2.4 Board 2021 Contact List

4.3. Correspondence

4.3.1 Congratulatory and Thank You Letters to: **(att 4.3.1)**

- Minister Josie Osborne
- MLA Karin Kirkpatrick
- MLA Susie Chant
- MLA Rob Fleming
- MLA Bowinn Ma
- Former MLA Jane Thornthwaite

MOVED by James Mitchell and SECONDED by Megan Curren

THAT the Consent Agenda be adopted, and the Reports and Motions contained therein be received; AND THAT the Minutes of the Inaugural meeting of the Board – January 28, 2021 be approved. (21-02-03)

MOTION CARRIED

5. BOARD ACTION ITEMS/DISCUSSIONS

5.1 **Shared Services Orientation** – Andy Wardell – General Manager, Finance and CFO, DNV (AW) provided an overview for the Board of the shared services that support the Library. Trustee KMW queried about timing of the Capilano library branch replacement. AW noted that the DNV Facilities Strategic Plan will be presented at an upcoming Council workshop. Trustees spoke to potential future rethinking on the best usage of community space including the possibility of the integration of non-profit housing.

MOVED by James Mitchell and SECONDED by Gerald Baier

THAT the Board receive the Shared Services Orientation for information. (21-02-04)

<Andy Wardell disconnected at 6:50 pm>

5.2 **Digital Collections Overview and Update** – Krista Scanlon, Manager, Collection Services (KS) provided an overview for the Board. Discussion of current vendor consolidation trend, and how the library can support smaller, independent publishers by ensuring platform availability and accessibility for patrons. Upcoming North Shore Authors Collection expecting a large content submissions from local authors. Query about physical checkouts across the three libraries in 2020: roughly 50% Lynn Valley, 25% Parkgate and 25% Capilano, with overall checkouts (including digital): 582K Lynn Valley, 335K Parkgate and Capilano. It was noted that availability of open source university library materials is being requested at local libraries, NVDPL is currently exploring. Query about digital licensing costs compared to physical content costs. KS explained that a balance between physical requests, which require the

added cost of cataloging and housing, and the slightly more expensive digital licensing, which allows for more content and variety, is continually assessed in the process of managing the overall collection.

MOVED by Ana Lopez and SECONDED by Valerie Dong

THAT the Board receive the Digital Collections Overview and Update for information. (21-02-05)

5.3 2020 Provincial Library Grant Report – Trustees expressed their appreciation to staff for all their hard work and achievements during a difficult year.

MOVED by Barb Lawrie and SECONDED by Gerald Baier

THAT the Board supports the submission of NVDPL's 2020 Public Library Grants Report. (21-02-06)

7. ADVOCACY

MOVED by James Mitchell and SECONDED by Kristine Mactaggart Wright

THAT the Board enter into the Advocacy Committee of the Whole. (21-02-07)

8. STANDING ITEMS

8.1 Updates – Committees: no updates as Committees have not met yet

8.1.1 Finance and Audit –

8.1.2 Governance –

8.1.3 Human Resources –

8.1.4 Advocacy –

7.2 Updates – Affiliates

7.2.1 InterLINK – Trustee BL elected as InterLINK's Vice Chair

7.2.2 Friends of the Library – planning an unadvertised book sale to be held in the LV community room on Fridays, Saturdays and Sundays, starting the first week of Spring Break.

7.2.3 Council – Financial Plan currently being deliberated, to be adopted in March.

8. IMPORTANT UPCOMING DATES

Trustees noted important upcoming date on the Agenda.

9. ADJOURN MEETING – 7:28 PM

MOVED by Megan Curren and SECONDED by Gerald Baier

THAT the Regular Board Meeting of February 25, 2021 be adjourned. (21-02-08)

MOTION CARRIED


Library Board Chair


Date


Director, Library Services


Date

