

REGULAR MEETING of the NVDPL BOARD

THURSDAY, JUNE 23, 2022 – 6:00 PM

In person

MINUTES

ATTENDEES

Library Board

Kulvir Mann – Vice Chair (Acting Board Chair)
Ana Lopez – Trustee
James Mitchell – Trustee
Kristine Mactaggart Wright – Trustee
Megan Curren – Council Representative
Valerie Dong – Trustee

REGRETS

Lara Greguric – Board Chair
Gerald Baier – Trustee
Barb Lawrie – Trustee

Library Staff

Jacqueline van Dyk – Library Director
Suzanne Hendriks – Executive Assistant
Meghan Crowe – Communications/Events Coordinator
Sandi Burgess – Manager, Welcoming Initiatives
Alison Campbell – Manager, Community Connections
Eunice Joseph – Acting Manager, Welcoming Initiatives
Krista Scanlon – Manager, Collection Services

1. BOARD CHAIR CALLED MEETING TO ORDER – 6:10 PM

Acting Board Chair acknowledged that our libraries are located on the traditional territories of the Skwxwú7mesh (Squamish), sə́lilwətaʔt/Selilwitulh (Tsleil-Waututh), and xʷməθkʷəy̓əm (Musqueam) First Nations. Their ancestors have lived here for countless generations. We are grateful for the opportunity to connect community, share knowledge and inspire stories on unceded Coast Salish Territory.

2. ADOPTION OF AGENDA

Acting Board Chair requested a motion to adopt the Agenda.

MOVED by James Mitchell and SECONDED by Valerie Dong

THAT the Agenda for the June 23, 2022 Regular Meeting of the Board be approved. (22-06-01)

MOTION CARRIED

3. REPORTS

3.1 Chair's Report – The Acting Chair delivered the Board Chair's update which included attendance at the opening of the Lions Gate Express Library, Board's support of staff in the loss of staff member, Council Representative presented at the BCLTA Gathering: Governance and Relationship Building workshop in early June. The Acting Chair thanked Trustees for representing the Board in the presentation to Council earlier that week.

3.2 Director's Report – Thanked the Board for the kind gesture sent to staff for the loss of their colleague. Director presented a thank you card to Board from the staff. Director shared that

Summer Reading Club is in full swing with over 1400+ signed up in the first week. Director thanked the Trustees who have volunteered their time as Honourary Librarians to support the promotion of the event. Library won two American Library Awards for Public Relations this past month. Finally, Lions Gate Express Library's grand opening was a success.

MOVED by Ana Lopez and SECONDED by James Mitchell

THAT the verbal reports be received by the Board. (22-06-02)

MOTION CARRIED

4. CONSENT AGENDA

4.1 Operational Approval

4.1.1 Approval of Regular Minutes of the Board – *April 28, 2022*

4.2 Reports

4.2.1 Media Report

4.2.2 Board Action Items

4.2.3 Board Work Plan

4.2.4 2022 North Shore Writers Festival Summary

4.2.5 Report on Financial Operations Q1 2022

4.3 Correspondence

4.3.1 BC Grant Award Letter – COVID-19 Relief and Recovery

4.3.2 Thank You Letter to Minister Cullen

MOVED by Kristine Mactaggart Wright and SECONDED by Valerie Dong

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

AND THAT the Minutes of the regular meeting of the Board – April 28, 2022 be approved; (22-06-03)

MOTION CARRIED

5. BOARD MOTIONS /DISCUSSIONS

5.1 Review of Operations Policy– Director gave an overview for the reason the policy was brought back to the Board. Krista Scanlon (KS), Manager, Collections Services reviewed the amendments of B-OP-03 Request for Reconsideration of Library Materials. Query from Trustee whether reports could happen more than once a year. KS informed the Board that on average we receive 2- 4 requests annually. Director added that any issues arising would be brought forward to the Board in any case.

MOVED by James Mitchell and SECONDED by Ana Lopez

THAT the Library Board adopts the amended policy: B-OP-03 Request for Reconsideration of Library Materials (22-06-04)

MOTION CARRIED

5.2 Analysis of Elimination of Overdue Fines Update – Director introduced Sandi Burgess (SB), Manager of Welcoming Initiatives, who gave an update to the Board on small trends that have emerged

since going fines free. Continuing to receive positive feedback from the community after going fines free. Four key goals were identified for the Fines Free initiative: increase in memberships, increase in usage, timely return of materials with no increase in patrons wait times for holds, track revenue and partially off-set the loss fine revenue with in-house book sales. Progress in all key goal areas. General question and answer period. No further questions or comments on this item.

MOVED by James Mitchell and SECONDED by Valerie Dong

THAT the NVDPL Board receives analysis of elimination of overdue fines update for information. (22-06-05)

MOTION CARRIED

5.3 BC Grant Spend Discussion – The Library Director gave the Board an update on potential spend items with the BC COVID-19 Relief & Recovery Grant. Currently in the information-gathering phase with final decisions yet to be made. A short interim report is due to the government by August 15 outlining how NVDPL plans to spend the grant. Exploring these eligible funding areas: digital resources, collections and/or virtual services, adapting physical or virtual spaces to make them safer and more accessible, and making services, programs and collections more inclusive and accessible.

MOVED by James Mitchell and SECONDED by Megan Curren

THAT the NVDPL Board receives the BC Grant spend for information. (22-06-06)

MOTION CARRIED

5.4 Staff Development – The Library Director gave an update on staff development. When Director joined the organization, she focused on a significant cultural shift, including increasing on-going training for staff, creating development opportunities in role progressions and optimizing all staff with appropriate tools and support. More recently, focus has been on developing staff capacity and building leadership opportunities and training for coordinators, supervisors and senior librarians through an Extended Leadership Group. General discussion around staff safety & how the Library operates in this current context. No further questions or comments on this item.

MOVED by Ana Lopez and SECONDED by James Mitchell

THAT the NVDPL Board receives the Staff Development report for information. (22-06-07)

MOTION CARRIED

6. ADVOCACY COMMITTEE OF THE WHOLE

7. STANDING ITEMS

7.1 Updates – Committees

7.1.1 Finance and Audit – *next meeting July 21, 2022*

7.1.2 Governance – *met May 24, 2022* – Organizing a Board workshop with the three North Shore Libraries is in process and set for Fall 2022. Advocacy has been identified as the main topic of learning for the group.

7.1.3 Human Resources – no updates

7.2 Updates – Affiliates

7.2.1 InterLINK – no report

7.2.2 Friends of the Library – May book sale was a big success, raising \$4500. The library provided Friends with t-shirts & lanyards to show appreciation. The Friends donated \$4500 for Summer Reading Club & \$1700 to North Shore Writes Festival. Next book sale in October.

7.2.3 Council – tragic fire at Silverlynn Apartments has brought to light the shortage of seniors' social housing on the North Shore. DNV partnered with NSEM to respond to the tragic events. District passed the Truth & Reconciliation Commission of Canada Calls to Action and joined the Coalition of Inclusive Municipalities, with dedicated staff hired to take on Equity, Diversity & Inclusion in HR. Open invitation to Board for feedback on what they would like to see future town centres look like, with Lynn Valley Village as an example of a town centre.

8. IMPORTANT UPCOMING DATES

Trustees noted important upcoming dates on the Agenda.

9. ADJOURN MEETING – 7:46 PM


MOVED by James Mitchell and **SECONDED** by Kristine Mactaggart Wright.

THAT the Regular Board Meeting of June 23, 2022 be adjourned. (22-06-08)

MOTION CARRIED



Library Board Chair **Date** 



Director, Library Services **Date** 