

REGULAR MEETING of the NVDPL BOARD

THURSDAY, SEPTEMBER 22, 2022 – 6:00 PM

In person

MINUTES

ATTENDEES

Library Board

Lara Greguric – Board Chair
Kulvir Mann – Vice Chair
Barb Lawrie – Trustee
Kristine Mactaggart Wright – Trustee
Megan Curren – Council Representative
Valerie Dong – Trustee

Regrets

Ana Lopez – Trustee
James Mitchell – Trustee
Gerald Baier – 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 Library Manager
Deborah Hudson – Business Manager
Krista Scanlon – Manager, Collection Services

Guest

Michael Burris – Executive Director, Public Library InterLINK

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

To open the meeting, the Board Chair acknowledged that our libraries are located on the traditional ancestral and unceded territories of the Skwxwú7mesh (Squamish), and sə́lilwətaʔt/Selilwitulh (Tsleil-Waututh), and xʷməθkʷəy̓əm (Musqueam) First Nations, whose ancestors have lived here for countless generations as thoughtful and caring stewards of these lands and waters. Board chair is personally grateful for the opportunity to connect, share, and inspire on this unceded Coast Salish Territory. The Board Chair welcomed guests to the meeting with brief introductions by attendees.

2. ADOPTION OF AGENDA

Query from Trustee on item in the consent agenda. Board Chair requested a motion to adopt the Agenda.

MOVED Megan Curren by and SECONDED by Kulvir Mann

THAT the Agenda for the September 22, 2022 Meeting of the Board be approved. (22-09-01)

MOTION CARRIED

3. REPORTS

3.1 Chair's Report – Chair thanked the Board members who participated in the various Summer Reading Club medal ceremonies. Over 3300 children participated this year. On behalf of the Board members, the Chair thanked Councillor Curren for her work and contribution to the Library's Strategic Plan on the Board during their term. Chair opened the floor to the Trustees for discussion around a recent opinion piece in the media regarding library administration.

3.2 Director's Report – Library Director opened the report by noting that our Library is open for September 30th, for the National Day of Truth & Reconciliation. October is Library Month, the library will launch two new collections that month – C02 kits and puppets, as well as conduct a patron feedback survey. Updated the Board regarding the safety audit of the Lynn Valley branch by a third-party consultant.

MOVED by Barb Lawrie and SECONDED by Kristine Mactaggart Wright

THAT the reports be received by the Board. (22-09-02)

MOTION CARRIED

4. CONSENT AGENDA

4.1 Operational Approval

4.1.1 Approval of Regular Minutes of the Board – *June 23, 2022*

4.2 Reports

4.2.1 Media Report

4.2.2 Board Action Items

4.2.3 Board Work Plan

4.2.4 Q2 2022 Director Quarterly Report

4.2.5 Q2 2022 Library Operations Quarterly Report

4.2.6 Q2 Report on Financial Operations

4.3. Correspondence

4.3.1 Cullen Response Letter

4.3.2 NVDPL Short Interim Report to Mari Martin

4.3.3 Ombudsperson BC Report

MOVED by Valerie Dong and SECONDED by Megan Curren

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 – June 23, 2022 be approved. (22-09-03)

MOTION CARRIED

5. BOARD MOTIONS/DISCUSSIONS

5.1 InterLINK (Presentation) – Board Chair welcomed Michael Burriss (MB) – Executive Director, Public Library InterLINK. MB gave an overview of why InterLINK exists, how the federation is governed, an overview of its program and services and how this benefits NVDPL. InterLINK moves 4 million books a year within the province. InterLINK offers collaborative programs; New to BC program, LLEAD program (Leadership program for library staff, now national), and other staff training development opportunities. Query from Trustee on InterLINK's role for the roll out the new Accessible BC Act. MB responded that a committee is being established to determine what that looks like in partnership with libraries. Query from Trustee about the frequency the service happens and logistics of getting the books to the patrons. MB responded that libraries around Vancouver have pick up/drop off up to 5 days a week, NVDPL is 2 days a week, and libraries outside of the GVA are 1 day a week. No motion for this item.

5.2 Relationship Development səlilwətaʔt/Selilwitulh (Tsleil-Waututh) (Presentation) – The Library Director introduced Eunice Joseph (EJ), Acting Library Manager. EJ shared with the Board how the Library is working toward reconciliation with a commitment to action. A deeper connection has been formed with səlilwətaʔt/Selilwitulh (Tsleil-Waututh) nation after Councillor Curren facilitated an introduction. EJ shared with

the Board the meetings and collaboration that have happened over the last 6 months. Councillor Curren thanked EJ for connecting honestly, openly, and genuinely with the nation. No motion for this item.

5.3 First 6 Months at Lions Gate Express – Sandi Burgess (SB), Manager, Welcoming Initiatives gave a brief update on the new express library sharing current statistics of how the new amenity is supporting the community. Many new users are new to Canada and new to having a public library so staff have the opportunity to welcome families to their first public libraries. Numbers show that lockers are being used while library is closed. Trustee asked about the community using the space as their third space. SB confirmed that there are users who use the space as their third space for study/work. Trustee query about how the collection is selected for the location. Krista Scanlon (KS), Manager, Collections Services shared with the Board this process and the resources used by our selectors. Trustee suggested that school visits take place. Staff agreed that schools are within good walking distance to the location, making this possible for the coming school year. No motion for this item.

5.4 Accessible BC Report Update – The Library Director briefed the Board on the new Accessible BC Act. Public libraries will be required to establish an accessibility committee, develop a three-year accessibility plan and offer a mechanism to receive feedback on accessibility by September 2023. Although NVDPL staff capacity remains tight, the organization is committed to working on developing and implementing the Act in the coming year.

MOVED by Barb Lawrie and SECONDED by Kulvir Mann

THAT the Board receive the Accessible BC Report Update for information. (22-09-04)

MOTION CARRIED

5.5 Policy Review

- I. **B-OP-13 Regulation of Borrowing Privileges – Appendix Fees and Charges**, Sandi Burgess (SB), Manager, Welcoming Initiatives gave an overview of ranges of fees for replacements. Additional fees for room rentals; set up tear down, projector, mic etc. Query from Trustee on term “Staff assessed” vs. “Library assessed”. Clarified by Director that it is left up to the staff member. Comment from Trustee on language used to reference retail pricing.
- II. **MG-OHS-01.4 Transportation and Travelling for Library Business** – Deborah Hudson (DH), Business Manager gave an overview of the changes made to the policy including the electric car and GPS tracking system. Query from Trustee around the definition of adequate insurance guidance. DH clarified that the District covers adequate insurance.

MOVED by Kristine Mactaggart Wright and SECONDED by Barb Lawrie

THAT the Library Board approve the updated edits on B-OP-13 Regulation of Borrowing Privileges Appendix A: FEES AND CHARGES & MG-OP-13 Regulation of Borrowing Privileges.

AND THAT the Library Board approve the updated edits on MG-OHS-1.4 Transportation and Travelling for Library Business as amended. (22-09-05)

MOTION CARRIED

5.6 Annual Review of Library Closure Dates for 2023 - Sandi Burgess (SB) – Manager of Welcoming Initiatives reviewed the proposed Library closures dates for 2023 which are determined by the budget and the terms of the Collective Agreement. No queries for this item.

MOVED by Valarie Dong and SECONDED by Kulvir Mann

THAT the Library Board approve the proposed 2023 closure dates and times;

AND THAT the Board approve the system-wide partial-day closure of the Library, for an all-staff workshop, to be scheduled in December 2023 on a date that maximizes staff attendance and minimizes disruption to the public. (22-09-06)

MOTION CARRIED

6. STANDING ITEMS

6.1 Updates –

6.1.1 Finance and Audit – Finance and Audit – met July 21, 2022 and reviewed the Q2 reports, presented in tonight’s consent agenda. The election will likely push the budget to early 2023. Next meeting November 3, 2022

6.1.2 Governance – next meeting October 27, 2022. Joint Board workshop with North Shore Library Boards Oct 20, 2022.

6.1.3 Human Resources – next meeting TBD November 2022.

6.1.4 Advocacy – next meeting November 24, 2022

6.2 Updates – Affiliates

6.2.1 InterLINK – no further updates.

6.2.2 Friends of the Library – The May book sale raised \$4500. Next sale Oct 21 - 23, 2022.

6.2.3 Council – Council representative advocated for all Board members to vote and promote voting in their conversations with community members.

7. IMPORTANT UPCOMING DATES

Trustees noted important upcoming date on the Agenda.

8. ADJOURN MEETING – 7:44 PM

MOVED by Barb Lawrie and SECONDED by Megan Curren

THAT the Regular Board Meeting of September 22, 2022 be adjourned. (22-09-07)

MOTION CARRIED

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Library Board Chair

Date

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Director, Library Services

Date