

REGULAR MEETING of the NVDPL BOARD

THURSDAY, SEPTEMBER 28, 2023 – 6:00 PM

In person

MINUTES

ATTENDEES

Library Board

Kulvir Mann – Board Chair
Barb Lawrie – Trustee
Herman Mah – Council Representative
Kristine Mactaggart Wright – Trustee
Valerie Dong – Trustee
Ana Lopez – Trustee
Lara Greguric – Trustee

Regrets

James Mitchell – Board Vice Chair
Gerald Baier – Trustee

Library Staff

Jacqueline van Dyk – Library Director
Meghan Crowe – Communications/Events Coordinator

Guest

Elio Iorio – Manager, Financial Services, DNV

Regrets

Rick Danyluk – Acting GM, Finance and CFO, DNV

1. BOARD CHAIR CALLED MEETING TO ORDER – 6:01 PM

To open the meeting, the Board Chair acknowledged that our libraries are located on the traditional ancestral and unceded territories of the Sk̓wx̓wú7mesh (Squamish), and sə́lilwətaʔt/Selilwitulh (Tsleil-Waututh), and x̓w̓məθk̓w̓əy̓əm (Musqueam) First Nations, whose ancestors have lived here for countless generations as thoughtful and caring stewards of these lands and waters. We are for the opportunity to connect community, share knowledge, and inspire on this unceded Coast Salish Territory.

2. ADOPTION OF AGENDA

Board Chair requested a motion to adopt the Agenda.

MOVED by Lara Greguric and SECONDED by Barb Lawrie

THAT the Agenda for the September 28, 2023 Meeting of the Board be approved. (23-09-01)

MOTION CARRIED

3. REPORTS

3.1 Chair's Report – The Chair shared that the summer reading club ceremonies were very well attended and thanked staff for all their hard work in organizing those three events. The Volunteer Social gave an opportunity for NVDPL to thank volunteers (including the Board) for their dedication and hard work supporting the Library. Chair & Vice-Chair attended a tour Lions Gate Community centre with MLAs Kirkpatrick and Falcon and were given a chance to share more on libraries and to hear from other community organizations that attended. Chair & Vice Chair have a meeting with MLA Susie Chant in the coming weeks.

3.2 Director's Report – For Truth & Reconciliation Day, the North Shore libraries ran an evening with Squamish Elder Sam George and Chief Janice George at Lynn Valley, a deeply meaningful event listening to the

stories of Residential School survivors as an act of reconciliation. The Library Director noted the success of Summer Reading Club and that numbers are nearly back to the pre-covid. October is Library Month and October 20th is Library Worker's Day. Looking forward to the Strategic planning workshop on October 14th.

MOVED by Ana Lopez and SECONDED by Herman Mah

THAT the reports be received by the Board. (23-09-02)

MOTION CARRIED

4. CONSENT AGENDA

4.1 Operational Approval

4.1.1 Approval of Regular Minutes of the Board – June 29, 2023

4.2 Reports

4.2.1 Media Report

4.2.2 Board Action Items

4.2.3 Board Work Plan

4.2.4 Q2 2023 Director Quarterly Report

4.2.5 Q2 2023 Library Operations Quarterly Report

4.2.6 Q1 Report on Financial Operations

4.2.7 Q2 Report on Financial Operations

4.2.8 District Accessibility Plan

4.3. Correspondence

4.3.1 Library Enhancement Grant June 2023

4.3.2 Public Library Provincial Grant Allocations

4.3.3 Thank You Letter Minister, Anne Kang, Enhancement Grant

MOVED by Barb Lawrie 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 – June 29, 2023 be approved. (23-09-03)

MOTION CARRIED

5. BOARD MOTIONS/DISCUSSIONS

5.1 Policy Review – Elio Iorio (EI) – Manager, Financial Services, DNV gave an overview of each policy and the updates. A review is done to ensure the policies remain current. Amendments to B-FIN-2 & B-FIN-10 were housekeeping in nature and the amendments for B-FIN-14 provide improved clarification to better explain equipment lease standards and the process of considering a lease arrangement. Query from trustee about whether B-FIN-14 Equipment Leases includes leases of vehicles. EI confirmed correct. Query from trustee about insurance coverage.

MOVED by Kristine Mactaggart Wright and SECONDED by Herman Mah

THAT the NVDPL Board approve amendments to Policy B-FIN-02 Reporting of Financial Statement Auditors, B-FIN-10 Insurance, and B-FIN-14 Equipment Leases as presented. (23-09-04)

MOTION CARRIED

<< Elio Iorio left the meeting at 6:17 pm >>

5.2 Community Engagement Survey Results – The Library Director introduced Meghan Crowe (MC), Communications/Events Coordinator who shared a presentation on the summary of the results. Outreach to both users and non-users. Physical materials are still our core work and our library ranks number two in the province for circulations per capita, next to Greater Victoria Public Library. Results show lots of praise and compliments for staff with a few specific suggestions. Interestingly, users who visit frequently gave higher scores than less-frequent library users. Potentially up to 25% of users are using the library more since going fines-free, data which supports reducing barriers for our community. Query from trustee about the 29% of users who selected ‘don’t use our library because too far from home’ if there is data to link what postal code those respondents are from. This would allow the Board to see where library services could be used in the future. Query from trustee of how this survey compares to previous survey data. MC responded that in terms of participants, we had an unprecedented response – 3x previous surveys. While working with the data analyst, we learned about the potential for increasing clarity in data, assumptions and better questions to ask in future surveys. Presentation to Council may include some of the results from the data. Short discussion around the Strategic Planning workshop and utilizing this data to support the development.

5.3 Indigenous Collections Strategy – Krista Scanlon, Manager Collections Services, presented the Indigenous Collections Strategy. Foundational documents and plans that supported the development of this strategy; United Nations Declaration on the Rights of Indigenous Peoples, Truth & Reconciliation Commission of Canada Calls to Action, Declaration on the Rights of Indigenous Peoples Act Action Plan and the District of North Vancouver & sə́lilwətaʔt/Selilwitulh (Tsleil-Waututh) Relationship Protocol Agreement. KS reviewed historical ways that libraries have categorized First Nations materials. Learning from authentic Indigenous voices. ‘Walking in Good Relations’ board game available at each branch, which challenges your assumptions and supports learning and unlearning for Truth & Reconciliation. Query from Trustee if it is known if local Indigenous people use our library. Director shared that sə́lilwətaʔt/Selilwitulh (Tsleil-Waututh) school has a strong relationship with Parkgate Library, using it regularly. Building relationships, takes a long time to change the perception of libraries, this work is multi-generational work and the strategy shows NVDPL’s commitment to this. Various ideas and experiences were discussed around Reconciliation and the work going forward with not only the Indigenous collection strategy but how the organization continues with learning and unlearning as an act of Reconciliation.

MOVED by Herman Mah and SECONDED by Valerie Dong

THAT the Board support staff in implementing the Indigenous Collections Strategy. (23-09-05)

MOTION CARRIED

6. STANDING ITEMS

6.1 Updates –

- 6.1.1 Finance and Audit** – Finance and Audit – met July 27, 2023 and reviewed policies, Q1 & Q2 reports and a special meeting September 27, 2023 on budget which will come to the Board on October 11, 2023 in a special meeting.
- 6.1.2 Governance** – Strategic Planning Workshop for Board and Exempt staff on October 14, 2023, and Joint Board workshop with North Shore Library Boards on November 1, 2023.
- 6.1.3 Human Resources** – no updates at this time.
- 6.1.4 Advocacy** – next meeting November 23, 2023

6.2 Updates – Affiliates

- 6.2.1 **InterLINK** – New executive director, main focus at this time is ensuring that the recent government grants are spent.
- 6.2.2 **Friends of the Library** – Next book sale October 20 – 22, 2023
- 6.2.3 **Council** – Corporate Plan is rolling out, housing supply act DNV has been identified and mandated to implement housing units, with five major centres of growth.

7. **IMPORTANT UPCOMING DATES**


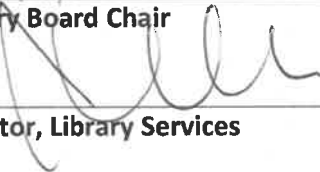
Trustees noted important upcoming date on the Agenda.

8. **ADJOURN MEETING – 7:45 PM**

MOVED by Ana Lopez and **SECONDED** by Lara Greguric

THAT the Regular Board Meeting of September 28, 2023 be adjourned. (23-09-06)

MOTION CARRIED

 Library Board Chair	JAN. 25/24 Date
 Director, Library Services	Jan 25/24 Date