

# REGULAR MEETING NVDPL BOARD

**THURSDAY, JUNE 25, 2015 – 6:00 PM**  
*North Vancouver City Library – Boardroom*  
*120 West 14<sup>th</sup> Avenue, North Vancouver, BC*



# MINUTES

## PRESENT

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### Library Board

Matt DeBock – Chair  
Ken Lim – Vice-Chair  
David Porter – Trustee  
Doug MacKay-Dunn – Trustee / Council Representative  
Frank Sullivan – Trustee  
Linda Munro – Trustee  
Mark Jefferson – Trustee  
Sanford Osler – Trustee

### Management/Staff

Jacqueline van Dyk – Director, Library Services  
Corinne McConchie – Manager, Collections

## REGRETS

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Lucy Cayuela – Trustee

## JOINT MEETING WITH NVCL BOARD

The Library Board met with the North Vancouver City Library Board for approximately 1 ½ hours to discuss such topics as how we can align our shared services, logical next steps for collaboration at staff level, and their operations.

### 1. CHAIR CALLED MEETING TO ORDER – 7:40 PM

### 2. ADDITIONAL ITEMS FOR AGENDA

No additional items for agenda.

**MOVED by Matt DeBock and SECONDED by Sanford Osler**

**THAT the agenda be adopted.**

**MOTION CARRIED.**

**3. CONSENT AGENDA**

**MOVED** by Frank Sullivan and **SECONDED** by Mark Jefferson

**THAT** the consent agenda be adopted;

**AND THAT** the regular minutes of the board – May 28, 2015, are approved.

**MOTION CARRIED.**

**4. BOARD ACTION ITEMS**

**1. Motions Required**

**1. Human Resources Policies Update**

The Board deliberated on the following proposed motions:

- 1. THAT the following Human Resources policies be approved and adopted:**
  - **B-HR-01 – Fostering a Supported and Empowered Staff**
  - **B-HR-02 – Exempt Staff Compensation**
  - **B-HR-04 – Exempt Staff – Benefits & Working Conditions**
  - **B-HR-06 – Exempt Staff -- Vacation**
  - **B-HR-07 – Collective Bargaining**
  - **B-HR-08 – Staffing Levels and the Authority to Recruit**
  
- 2. THAT the policy, B-HR-09 – Appointment & Annual Review of Director of Library Services, be approved;**

**AND THAT it replace the current PERSONNEL POLICY 7.1 – DIRECTOR OF LIBRARY SERVICES.**
  
- 3. THAT the current PERSONNEL POLICY 7.6 – STAFF TRAINING AND DEVELOPMENT be removed from the Board Policy, in lieu of the new Management Guideline, MG-HR-01.3 – Fostering a Supported & Empowered Staff: Staff Training and Professional Development.**
  
- 4. THAT the current PERSONNEL POLICY 7.8 – REQUESTS FOR UNPAID LEAVE OF ABSENCE be removed from the Board Policy in lieu of the new Management Guideline, MG-HR-01.6 – Fostering a Supported & Empowered Staff: Unpaid Leave of Absence.**

The Board engaged in lively discussion on the draft policies. Linda Munro asked some questions about the flow of topics and pointed out some typographical elements to address. Councillor Mackay-Dunn raised a number of suggested changes to improve the policies, and recommended that due to the importance of these policies, they are not ready for Board approval. Due to lack of time to adequately consider all of the Councillor's suggestions and

their meaning during the meeting, the Board determined to refer all of the policies back to HR committee for further work. Furthermore, all interested Board members who are not on the HR Committee are invited to attend the Committee's next meeting (date to be determined) to ensure their input is included and captured.

**MOVED by Frank Sullivan and SECONDED by Linda Munro**

**THAT the Board refer the policies to the HR Committee for further work.**

**MOTION CARRIED.**

**2. Operating Policies Update**

The Board reviewed staff recommended changes to three Operating policies and moved that they be adopted.

**MOVED by Doug MacKay-Dunn and SECONDED by Sanford Osler**

**THAT Board policy B-OP-2 PATRON FEEDBACK AND CONCERNS be adopted AND that it replace the current 3.7 COMPLAINTS POLICY subsection .1 General Complaints;**

**THAT Board policy B-OP-3 REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS be adopted AND that it replace the current 3.7 COMPLAINTS POLICY subsection .2 Request for Reconsideration of Library Materials;**

**THAT Board policy B-OP-4 CHILDREN UNATTENDED IN THE LIBRARY be adopted AND that it replace the current 3.8 CHILDREN UNATTENDED IN THE LIBRARY POLICY;**

**AND THAT Board policy B-OP-5 CO-SPONSORSHIP OF PUBLIC PROGRAMS be adopted AND that it replace the current 3.15 CO-SPONSORSHIP OF PUBLIC PROGRAMMES.**

**MOTION CARRIED.**

**5. STANDING ITEMS**

**1. Advocacy**

**1. Round Table (Trustee Advocacy Activities)**

No report this month.

**2. Updates - Committees**

**1. Governance**

The Governance Committee will be meeting in July. The exact meeting date is still to be determined.

2. **Human Resources**

Nothing to report.

3. **Finance and Infrastructure**

Nothing to report.

3. **Updates - Affiliates**

1. **InterLINK**

Ken Lim drew to the attention of the Board the summary of InterLINK in the Consent agenda.

2. **Friends of the Library**

Nothing to report.

3. **Council**

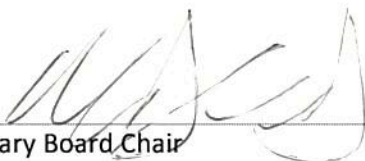
Nothing to report.

6. **ADJOURN TO IN-CAMERA – 8:10 PM**

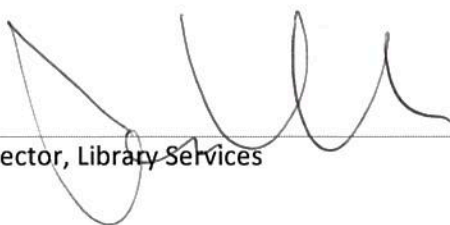
**MOVED** by Mark Jefferson **SECONDED** by Linda Munro:

**THAT the Board adjourn the regular meeting and move into in-camera for the purpose of discussing an employee relations matter.**

**MOTION CARRIED.**

  
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Library Board Chair

Oct. 22/15  
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Date

  
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Director, Library Services

22 Oct 15  
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Date