

REGULAR MEETING of the NVDPL BOARD

THURSDAY, NOVEMBER 25, 2021 – 6:00 PM

Zoom Video Conference

AGENDA

ATTENDEES

Library Board

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

Library Staff

Jacqueline van Dyk – Library Director
Suzanne Hendriks – Executive Assistant
Sandi Burgess – Manager of Welcoming Services

GUESTS

Andy Wardell – General Manager-Finance and CFO, DNV
Rick Danyluk – Deputy GM, Finance and Deputy CFO, DNV
Elio Iorio – Revenue and Taxation Manager, DNV

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|---------|---|-------------|
| 6:00 PM | 1. CALL MEETING TO ORDER – BOARD CHAIR | |
| 6:01 PM | 2. ADOPTION OF AGENDA | |
| 6:02 PM | 3. REPORTS | |
| | 1. Chair’s Report | (verbal) |
| | 2. Director’s Report | (verbal) |
| 6:10 PM | 4. CONSENT AGENDA | |
| | 1. Operational Approval | |
| | 1. Approval of Regular Minutes of the Board – <i>September 23, 2021</i> | (att 4.1.1) |
| | 2. Reports | |
| | 1. Media Report | (att 4.2.1) |
| | 2. Board Action Items | (att 4.2.2) |
| | 3. Board Work Plan | (att 4.2.3) |
| | 4. Q3 Report on Financial Operations | (att 4.2.4) |
| | 5. Q3 2021 Director Quarterly Report | (att 4.2.5) |
| | 6. Q3 2021 Library Operations Report | (att 4.2.6) |
| | 7. KPMG Audit Planning Report | (att 4.2.7) |
| | 8. MG-OHS-01.1 – Substance Use | (att 4.2.8) |
| | 3. Correspondence | |
| | 1. Letter to MP Beech | (att 4.3.1) |
| | 2. Letter to MP Wilkinson | (att 4.3.2) |

- 6:15 PM **5. BOARD MOTIONS/DISCUSSIONS**
1. Review Proposed 2022 Capital & Operating Budget Submissions **(att 5.1)**
 2. Review Finance Policies **(att 5.2)**
 - I. B-FIN-03 Finance Budget Development and Approval
 - II. B-FIN-07 Finance Use of Operating Surplus
 - III. B-FIN-08 Finance Policy Equipment Replacement Reserve
 3. Proposed Policy Review Cycle **(att 5.3)**
 4. Annual Review of Library Closure Dates for 2022 **(att 5.4)**
 5. Review Operation Policy **(att 5.5)**
 - I. PB-OP-01 Membership
 6. Share Culture & Economy – An Expanded Vision for Libraries **(att 5.6)**
 7. Results of the Annual Board Survey **(att 5.7)**
- 7:00 PM **6. ADVOCACY COMMITTEE OF THE WHOLE **(att 6.0)****
- 7:20 PM **7. STANDING ITEMS**
- 1. Updates – Committees**
 1. Finance and Audit – *Minutes, July 22, 2021* **(att 7.1.1)**
 2. Governance – *Minutes, March 23, 2021* **(att 7.1.2)**
 3. Human Resources – *Minutes, March 10, 2021* **(att 7.1.3)**
 4. Advocacy **(verbal)**
 - 2. Updates – Affiliates**
 1. InterLINK **(verbal)**
 2. Friends of the Library **(verbal)**
 3. Council **(verbal)**
- 7:25 PM **8. IMPORTANT UPCOMING DATES**
- **Wednesday, December 8th – 6:00-9:00 PM**
NVDPL Board Holiday Celebration, Seymour Golf Club
 - **Thursday, January 27th – 6:00 PM**
NVDPL 2022 Inaugural Board Meeting
- 7:30 PM **9. ADJOURN TO IN CAMERA**