



REGULAR MEETING of the NVDPL BOARD

THURSDAY, APRIL 22, 2021 – 6:00 PM

Zoom Video Conference

MINUTES

ATTENDEES

Library Board

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

Regrets

- Kristine Mactaggart Wright – Trustee

Library Staff

- Jacqueline van Dyk – Library Director
- Sarka Navratil – Executive Assistant
- Meghan Crowe – Communications/Events Coordinator
- Sandi Burgess – Manager, Welcoming Initiatives
- Deborah Hudson – Business Manager
- Maryann Kempthorne – Manager, Learning, Innovation and Technology
- Alison Campbell – Manager, Community Connections

Guests

- Mayor Mike Little
- Andy Wardell – General Manager-Finance and CFO, DNV

1. BOARD CHAIR CALLED MEETING TO ORDER – 6:03 PM

Board Chair thanked the library and DNV staff for all their work and support during the difficult time after March 27.

- 2. MAYOR MIKE LITTLE –** Mayor Little provided an update, including: the impact of the March 27 tragedy and how the community is moving forward, current and upcoming District projects such as transportation issues and feasible long term solutions, asset management, cycling lanes, development and housing. Trustee enquired about the mix-use development near Capilano library, and what that may mean for the library, Mayor Little stated that DNV is reviewing all District facilities as they reach end of life and evaluating possible options. 10-year plan includes over 100 buildings, Council will make recommendation on priorities. Library Director expressed her gratitude for all the support the library received from the District in restoring sense of safety. Request for suggestions for making the breezeway brighter and welcoming in order to reclaim the space.

<James Mitchell connected at 6:31 pm>

<Mayor Little disconnected at 6:31 pm>

3. ADOPTION OF AGENDA

Board Chair requested a motion to adopt the Agenda.

MOVED by Ana Lopez and SECONDED by James Mitchell

THAT the Agenda for the April 22, 2021 Meeting of the Board be approved as amended. (21-04-01)

MOTION CARRIED

4. REPORTS

- 3.1 Chair's Report** – Library Board Chair spoke about reaching out to library staff with support, treats and encouragement after the March 27 event. Continue to work with local indigenous leaders on land acknowledgement; Board Chair and Library Director meeting with MLA Karin Kirkpatrick on May 4.
- 3.2 Director's Report** – Library Director thanked the Board for their thoughtfulness during the difficult time, and updated on all the continued support the library has received locally and globally. Focusing on staff and community healing and recovery. Elimination of fines on May 4. 570 unique participants for the North Shore Writers Festival. Over 1,000 puzzles in circulation. Trustee expressed agreement with observations that the LV Library's breezeway does not feel safe after the March 27 event. Councillor Curren to meet with Library Director and propose possible options. AW recommended creating a Board proposal, which would then be brought as a resolution to the Council. Trustee suggested incorporating blanket ceremony as it may be transformative to the space.

ACTION: Councillor Curren to meet with Library Director to review possible design options for the Lynn Valley Library's breezeway.

MOVED by Gerald Baier and SECONDED by Barb Lawrie

THAT the reports be received by the Board. (21-04-02)

MOTION CARRIED

5. CONSENT AGENDA

54.1 Operational Approval

5.1.1 Approval of Regular Minutes of the Board – April 22, 2021

5.2 Reports

5.2.1 Media Report – February 1 – April 15, 2021

5.2.2 Board Action Items

5.2.3 Board Work Plan

5.2.4 Q1 2021 Director Quarterly Report

5.2.5 Q1 2021 Library Operations Quarterly Report

5.2.6 Finance and Audit Committee: BG-GOV-02.1 Terms of Reference Finance and Audit

5.3. Correspondence

5.3.1 2020-2021 BC Multiculturalism Grant Letter

5.3.2 NNELS Funding Letters and Responses

5.3.3 Honourable Josie Osborne Appointment Letter)

5.3.4 2021 Letter to Squamish Nation

5.3.5 2021 Letter to Tsleil-Waututh Nation

5.3.6 Card from City of North Vancouver

MOVED by James Mitchell and SECONDED by Kulvir Mann

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

AND THAT the NVDPL Board adopt the BG-GOV-02.1 Terms of Reference Finance and Audit policy as amended at the April 15, 2021 NVDPL Finance and Audit Committee meeting;

AND THAT the Minutes of the regular meeting of the Board – February 25, 2021 be approved; (21-04-03)

MOTION CARRIED

6. BOARD ACTION ITEMS/DISCUSSIONS

6.1 Review 2020 Draft Audited Financial Statements – FAC reviewed on April 22, 2021. Committee Chair provided an overview of the statements to the Board. Auditors concluded a clean audit opinion. No questions from Trustees noted.

MOVED by Valerie Dong and SECONDED by Gerald Baier

THAT the NVDPL Draft Audited Financial Statements for year ending December 31, 2020, be approved. (21-04-04)

6.2 Review 2020 Statement of Financial Information (SOFI) – FAC reviewed on April 22, 2021. Committee Chair provided an overview of the SOFI to the Board. No questions from Trustees noted. Board thanked the DNV Finance team for their continued support.

MOVED by Ana Lopez and SECONDED by Gerald Baier

THAT the NVDPL 2020 Statement of Financial Information be approved. (21-02-05)

<Andy Wardell disconnected at 7:05 pm>

- 6.3 Governance Committee:** at the Committee's March 23, 2021 meeting, the following three Policies were reviewed, and following edits noted:
- BG-GOV-01.5 Conducting Board Business by Email** – Staff to update the wording of point 8 of the Policy to include: "Staff will summarize the results of the vote and include the summary in the next regular Board or committee meeting package to form the record."
 - B-GOV-05 Trustee Recruitment** – Include greater diversity (equality, diversity, inclusion, geography) on the Board (first bullet). Replace 'via the computer' with 'comfort with using electronic means of communication' (last bullet). Change 'high/strategic level' to 'strategic and policy level'.
 - B-GOV-08 Strategic Planning** – no edits noted.

MOVED by Barb Lawrie and SECONDED by Kulvir Mann

THAT the NVDPL Board adopt the BG-GOV-01.5 Conducting Board Business by Email as amended at the March 23, 2021 NVDPL Governance Committee meeting;

AND THAT the NVDPL Board adopt the B-GOV-05 Trustee Recruitment with the changes as amended at the March 23, 2021 NVDPL Governance Committee meeting. (21-04-06)

6.4 2020 Annual Report Content Outline – Meghan Crowe (MC) provided an overview. Trustees expressed appreciation of work done on the report, and suggested inclusion of stories and events from local communities.

MOVED by Valerie Dong and SECONDED by Megan Curren

THAT the Board endorses the draft content outline and general concept of the 2020 annual report, to be designed, printed and distributed May—July of 2021. (21-04-07)

7. STANDING ITEMS

7.1 Updates –

- 7.1.1 Finance and Audit** – met April 22, 2021. Reviewed donations and grants, and noted that Q1 financial report will be provided by the next Board meeting,
- 7.1.2 Governance** – met March 23, 2021. Reviewed policies and committee’s 2021 work plan.
- 7.1.3 Human Resources** – met March 10, 2021. Reviewed policies, including shared services, positive workplace and substance use. DNV creating a new stand-alone policy on equity, inclusivity and anti-racism, ready for Q2. Staff compensation review completed, all positions within the market with staff received back compensation.
- 7.1.4 Advocacy** – next meeting in June.

7.2 Updates – Affiliates

- 7.2.1 InterLINK** – met April 6, reviewed skills inventory and audited statement
- 7.2.2 Friends of the Library** – Library Director provided an update the on-going support provided to all Friends volunteers.
- 7.2.3 Council** – working with indigenous artists, and advocating for DNV spaces to be used in the most environmentally sustainable way.

8. IMPORTANT UPCOMING DATES

Trustees noted important upcoming date on the Agenda.

9. ADJOURN MEETING – 7:30 PM

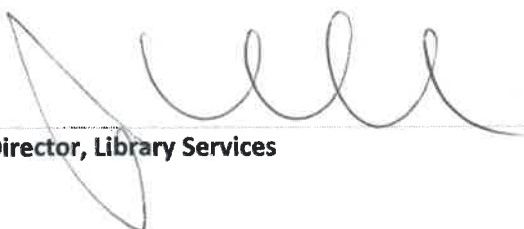
MOVED by James Mitchell and SECONDED by Megan Curren

THAT the Regular Board Meeting of April 22, 2021 be adjourned. (21-04-08)

MOTION CARRIED


Library Board Chair

Dec. 8/21
Date


Director, Library Services

Dec 8/21
Date