

Minutes of the January 26, 2023 Board meeting

FEBRUARY 23, 2023 | 6 P.M.

IN PERSON (3RD FLOOR PROGRAM ROOM)

Attendance

Board members

- S. Bolton
- R. Bouchard
- B. Harvey
- A. Hazfi
- R. Jamal
- E. Luptakova
- T. Valente, Council Representative
- B. Yadegari, Student Advisory Trustee

Staff members

- D. Hutchison Koep, Chief Librarian
- M. Liddle, Manager of Operations
- S. Tarcea, Manager of Public Services

Regrets

- P. Somji
- J. Linsangan

The meeting was called to order at 6:01 pm and opened with a territorial acknowledgment by Trustee S. Bolton. The opening circle was facilitated by Trustee B. Harvey.

Trustee B. Harvey welcomed Councillor T. Valente as the new Council Representative for the Board.

Former Council Representative J. McIlroy was thanked by the Board for her service and presented with a farewell gift.

Election of officers

1. Nominations committee report

Moved by Trustee R. Bouchard, seconded by Trustee R. Jamal

THAT the North Vancouver City Library Board receive the nominations committee report.

CARRIED UNANIMOUSLY

2. Election of officers
 - a. Chair – B. Harvey
 - b. Vice Chair – R. Jamal
 - c. Finance Chair – A. Hazfi
3. Appointment of representatives
 - a. Governance Committee – R. Jamal, R. Bouchard, P. Somji
 - b. InterLINK representative and alternate – S. Bolton, E. Luptakova (alternate)
 - c. Fundraising Committee – R. Bouchard, P. Somji
 - d. Advocacy Committee – J. Linsangan, E. Luptakova
 - e. Finance Committee – A. Hazfi, S. Bolton

Adoption of minutes

4. Minutes of the November 24, 2022 Board meeting

Moved by Trustee A. Hazfi, seconded by Trustee R. Jamal

THAT the minutes of the November 24, 2022 Library Board meeting be adopted.

CARRIED UNANIMOUSLY

- a. Business arising from the November 24, 2022 Board meeting

All business arising has been referred to staff, is in progress, and/or complete.

A question was asked where the library staff are at with the document to address extending the existing strategic plan. Chief Librarian D. Hutchison Koep responded that it has been pushed by other priorities, but will come forward soon.

Consent agenda items (5 through 8)

5. November + December 2022 Chief Librarian's report
 - a. Survey Results: Free Menstrual Products
6. January 2023 program calendar
7. 2023 Calendar of events
8. 2023 Board bios

Moved by Trustee S. Bolton, seconded by Trustee R. Jamal

THAT the consent agenda items 5 through 8 be adopted.

CARRIED UNANIMOUSLY

Correspondence

9. Correspondence

- a. Letter of appreciation from CRA re: community volunteer income tax program
- b. Letter from Michael Burris, InterLINK re: Provisional 2023 InterLINK budget
- c. Email to MLA Bowinn Ma from Board Chair re: Year-end funding request

Reports

10. Chair

- a. 2023 Board calendar

Trustee B. Harvey reviewed the proposed business and development activities for 2023, and described how feedback from the 2022 Board evaluation informed the calendar. He noted that the calendar proposes a single meeting for March and April 2023 to account for spring break and reduce impact to staff.

Staff were directed to poll trustees to determine the best date for a meeting.

Moved by Trustee R. Bouchard, seconded by Trustee R. Jamal

THAT the North Vancouver City Library Board endorse the 2023 Board Calendar.

CARRIED UNANIMOUSLY

- b. Provincial advocacy

Trustee B. Harvey reported that he spoke with MLA Bowinn Ma regarding the BC Public Library Partners' request for one-time provincial funding to public libraries that equates to a top up from the current annual investment of \$14 million to \$30 million for three years.

Chief Librarian D. Hutchison Koep shared that the BC Public Library Partners are an advocacy group that speaks for public libraries. They had a recent meeting with Minister of Municipal Affairs, Hon. Anne Kang to make the case for increased funding to public libraries.

11. Chief Librarian

- a. City Budget Process update

Chief Librarian D. Hutchison Koep acknowledged all the work done by library staff in November and December 2022.

The library budget is expected to go to City Council on February 13, 2023. Operating and capital budgets are being presented as a whole, rather than in a phased approach as was the practice in

previous years. This will be Council's opportunity to ask questions and give feedback on the budget with Chief Librarian D. Hutchison Koep in attendance.

Chief Librarian D. Hutchison Koep reminded trustees that BCLTA offers a number of workshops for library board members. Trustees who wish to register should contact Manager of Administrative Services, L. Wright.

Chief Librarian D. Hutchison Koep reported that Coquitlam Public Library had a recent drag storytime that attracted a lot of attention, both positive and negative, including a small protest and a larger counter-protest. It is a challenging dynamic to manage as we consider our upcoming drag storytime in March. Our goal is to focus on the children and families who attend and enjoy these events.

12. Councillor

Trustee T. Valente shared that strategic planning will be happening at the City.

Trustee B. Harvey commented that it is good timing as the Library will be engaged in strategic planning in 2024 and can therefore give thought to aligning library strategic priorities with the City's.

13. Advocacy Committee

No report.

14. InterLINK

a. Provisional budget

Trustee S. Bolton described the most recent InterLINK meeting which opened with an excellent territorial acknowledgment that linked teachings in the Koran with Indigenous values on the importance of keeping promises.

Trustee S. Bolton reported there will be turnover on the InterLINK Board in the coming year, and that Executive Director Michael Burris is retiring this summer.

Trustee S. Bolton confirmed InterLINK received provincial COVID relief funding and will use that to increase training subsidies for member libraries.

Trustee S. Bolton commented that InterLINK along with other BC Library Federations is developing a virtual programming initiative to provide high quality virtual events at accessible prices for member libraries. A steering committee is in place and seed funding has been made available. The goal is to give smaller libraries and their communities access to speakers that they might not be able to afford otherwise.

Trustee S. Bolton reviewed the levies charged by InterLINK. City Library is a “net borrower” and pays a nominal charge for each item borrowed in excess of items lent; in contrast, other libraries are “net lenders” to other communities and receive a nominal payment for each item lent in excess of items borrowed.

Trustee T. Valente asked if City residents borrow items from other libraries in person, whether it contributes to the net borrowing figures. Chief Librarian D. Hutchison Koep clarified that it did and that libraries track the home communities of borrowers for this purpose. Interlibrary loans are counted separately from this levy system.

Moved by Trustee A. Hazfi, seconded by Trustee R. Bouchard

THAT the North Vancouver City Library Board receive the provisional 2023 InterLINK budget as information.

CARRIED UNANIMOUSLY

15. Multicultural Festival Task Force

No report.

16. Student Advisory Trustee

Student Advisory Trustee B. Yadegari reported that the Teen Advisory Group had a farewell for 2022 members as there is a new group for 2023. There is a lot of interest this year compared to previous years with 25 people joining for 2023. At their inaugural 2023 meeting this month, the teens spoke about creating a teen 'zine.

17. Trustee reports

Trustee R. Bouchard offered praise to staff on the Open Door Community Hub and its programs.

New business

18. 2023 Programming Theme

Manager of Public Services S. Tarcea described the selection process and rationale for annual programming themes, and shared highlights of program themes and related programs from 2021 and 2022.

19. Community Volunteer Income Tax Program Grant

Manager, Public Services, S. Tarcea informed trustees that City Library has been approved for a grant by the Canada Revenue Agency to support our free community tax clinics. The \$1,200 grant will be used for more staff hours to coordinate the logistics of the program.

THAT the North Vancouver City Library Board approve the receipt of Grant Funds from the Canada Revenue Agency and expenditure as recommended by staff.

CARRIED UNANIMOUSLY

20. Guidelines for Big Conversations

Trustee B. Harvey asked trustees if they had any feedback or changes to suggest.

A comment was made appreciating that people have different ways of expressing themselves and it is highlighted in guidelines.

Chief Librarian D. Hutchison Koep reported that a member of the public who attended a previous Board meeting noted that a guideline about confidentiality was confusing since Board meetings are open to the public.

Trustee R. Jamal suggested that some of the language of the document could be softened.

Moved by Trustee T. Valente, seconded Trustee A. Hazfi

THAT the North Vancouver Library Board move the meeting in-camera.

CARRIED UNANIMOUSLY

M. Liddle, S. Tarcea and Student Advisory Trustee B. Yadegari were excused from the meeting.

The Board recessed to in-camera at approximately 7:45 p.m.

The Board returned to the regular session at approximately 8:05 p.m.

Adjournment

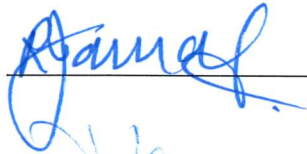
Moved by Trustee T. Valente, seconded by Trustee R. Bouchard

THAT the North Vancouver City Library Board meeting be adjourned

CARRIED UNANIMOUSLY

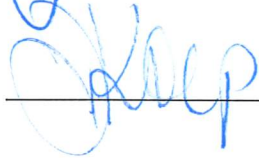
The meeting adjourned at 8:07 p.m.

Rubina Jamal
Board Vice Chair



Date Feb 23, 2023

Deb Hutchison Koep
Secretary



Date Mar 3, 2023

