

Minutes of the June 25, 2026 Library Board meeting

Attendance

Board members

- H. Allan
- D. Brown
- A. Hardy
- B. Harvey
- A. Hazfi
- R. Jamal
- S. Sandhu
- P. Somji
- T. Valente

Staff members

- D. Hutchison Koep, Chief Librarian
- M. Liddle, Manager of Collections, Communications & Operations
- S. Tarcea, Manager of Public Services
- L. Wright, Recording Secretary

Regrets

- C. To, Student Advisory Trustee

The meeting was called to order at 6:03 p.m., and opened with a territorial acknowledgement by Trustee D. Brown. The opening circle was facilitated by Trustee A. Hardy.

Trustee B. Harvey acknowledged the end of Student Advisory Trustee C. To's term and thanked them for their year with the North Vancouver City Library Board.

Presentation

1. Lonsdale Great Street Project

City staff G. Duffus, Manager of Business Services, and V. Grammatico, Manager of Economic Development, presented an update on the Lonsdale Great Street Project, and responded to questions about the project.

In response to a question, V. Grammatico noted the Civic Plaza is a natural gathering place and that the library is an important stakeholder. Better wayfinding will help increase awareness of and access to the library, especially with more activation of the Civic Plaza.

Adoption of minutes

2. Minutes of the May 28, 2026 Board meeting

Moved by Trustee A. Hazfi, seconded by Trustee A. Hardy

THAT the minutes of the May 28, 2026 Library Board meeting be adopted.

CARRIED UNANIMOUSLY

- a. Business arising from the May 28, 2026 Board meeting

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

Consent agenda items

- 3. May Chief Librarian's report
- 4. June 2026 program calendar
- 5. 2026 Calendar of events
- 6. Information reports
 - a. City Library 2025 Report to the Community
 - b. 2025 Charity return
- 7. Donation/grant approvals
 - a. Foundry youth work experience & Nash donation
- 8. Correspondence
 - b. Email to customer G. Turko re: Program review

Moved by Trustee D. Brown, seconded by Trustee R. Jamal

THAT the consent agenda items be adopted.

CARRIED UNANIMOUSLY

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

THAT the North Vancouver City Library Board approve the Foundry Youth Work Experience program, including receipt and expenditure of the Rita Nash donation.

CARRIED UNANIMOUSLY

Reports

- 9. Chair
 - a. July Board meeting

Trustee B. Harvey confirmed there will be no meeting in July.

b. Board social and summer reading

Trustee B. Harvey confirmed the Board social and summer reading discussion will take place on August 12, 2026.

c. Trustee terms and recruitment

Trustee B. Harvey requested trustees notify him over the summer if their term is ending at the end of 2026 and they will not be seeking reappointment or if their term is continuing and they are not able to continue into 2027.

d. Election protocols

Trustee B. Harvey provided an overview of protocols regarding the upcoming election.

10. Chief Librarian

Chief Librarian D. Hutchison Koep reminded trustees of the 2025 Report to Community presentation to Council on July 6, 2026.

Chief Librarian D. Hutchison Koep reported that we have received our annual provincial grant and the amount is lower than expected by approximately 9%. The province has elected to reduce the per capita amount for 13 large, urban libraries, including City Library in order to preserve more funding for smaller, rural libraries. There have been concerns expressed not only with the timing of the allocation, but also the lack of transparency and communication. Chief Librarian D. Hutchison Koep confirmed work is underway by the BC Public Library Partners and Association of BC Public Library Directors on a response and will share more information by email.

A comment was made that, from a risk perspective, we need to consider how we will address the lack of increase or a reduction of funding going forward.

a. 2027 Budget process and timeline

Chief Librarian D. Hutchison Koep provided an overview of the 2027 Budget process, timeline and context.

11. Councillor

Trustee T. Valente highlighted the following topics from recent Council meetings:

- June 1, 2026 Council meeting: presentation of a progress report on the City's accessibility plan
- June 15, 2026 Council meeting: 2026 Living City and Cool It! leadership training program awards and the bus rapid transit update

12. Trustee reports

Trustee H. Allan reported on the recent BCLTA AGM and noted that BCLTA board members are available to make presentations about BCLTA to Library Boards if requested.

New business

13. Open Door Community Hub recommendation

S. Tarcea, Manager of Public Services, presented a proposal for an ongoing program and funding model for the Open Door Community Hub program.

Discussion ensued.

S. Tarcea noted that grant applications are completed by staff in addition to regular responsibilities, and we have no dedicated staff for grant writing.

S. Tarcea commented that people are referred to the Open Door Community Hub by a number of local organizations, and staff make referrals to other community resources in return. Attendees are a mix of regular and new community members, and each day attracts different individuals.

Moved by Trustee H. Allan, seconded by Trustee A. Hardy

THAT the North Vancouver City Library Board approve the proposed program and funding model for the Open Door Community Hub.

CARRIED UNANIMOUSLY

14. West Vancouver Community Foundation grant

S. Tarcea, Manager of Public Services, provided an overview of the West Vancouver Community Foundation Micro and Leadership grant received by City Library.

Moved by Trustee A. Hazfi, seconded by Trustee P. Somji

THAT the North Vancouver City Library Board approve the receipt of the \$1,000 West Vancouver Community Foundation micro & leadership grant and its expenditure as recommended by staff.

CARRIED UNANIMOUSLY

15. Raise-a-reader grant

S. Tarcea, Manager of Public Services, provided an overview of the Raise-a-reader grant received by City Library.

Moved by Trustee P. Somji, seconded by Trustee H. Allan

THAT the North Vancouver City Library Board approve the receipt of the Raise-a-reader grant and its expenditure as recommended by staff.

CARRIED UNANIMOUSLY

Moved by Trustee H. Allan, seconded by Trustee S. Sandhu

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

CARRIED UNANIMOUSLY

The Board recessed to in-camera at 8:07 p.m.

The Board returned to their regular session at 8:37 p.m.

Adjournment

Moved by Trustee A. Hardy, seconded by Trustee D. Brown

THAT the North Vancouver City Library Board meeting be adjourned.

The meeting adjourned at 8:37 p.m.

Brendan Harvey
Board Chair

BHV

Date Sept 24, 2026

Deb Hutchison Koep
Secretary

DH Koep

Date Sept 24, 2026