



Minutes of the VPL Board Community Relations, Planning & Development Committee Regular Meeting held on Monday, November 19, 2018 at 5:30 p.m. in the Level 7 Boardroom at 350 West Georgia Street, Vancouver, B.C.

Present: Amanda Card – Chair
Kyla Epstein
Suki Grewal
Julia Lin
Raji Mangat

Management

Present: Christina de Castell – Chief Librarian
Kay Cahill – Acting Director, Collections & Technology
Carol Nelson – Director, Planning & Communications

Staff: Patricia Chong – Manager, Policy & Planning

Recording Secretary: Chrysalyn Tolentino – Executive Assistant

ADMINISTRATION:

1. Approval of the Agenda

Moved by Julia Lin

THAT the Committee approve the regular meeting agenda as received.

CARRIED UNANIMOUSLY

2. Minutes

The Chief Librarian presented the draft minutes of the Regular Meeting held July 16, 2018 for approval by the Committee.

Moved by Suki Grewal

THAT the draft minutes of Regular Meeting held July 16, 2018 be approved as received.

CARRIED UNANIMOUSLY

COMMUNITY RELATIONS

3. 2018 Annual Report

Staff sought the Committee's input in advance of the design and production of the 2018 annual report. There was an extensive discussion on the format, content and target audience of the annual report; suggestions will inform the final design of the report. The Committee expressed preference for a simple report, with emphasis on a digital/downloadable format.

PLANNING

4. VPL 2020 Quarterly Progress Report – Q3 2018

Carol Nelson, Director of Planning & Communications, provided an overview of the quarterly report that provides status of the strategic initiatives for the third quarter. The Committee discussed the report including delayed items. Chief Librarian Christina de Castell noted that staff are in the midst of reviewing status and will provide an update to the Board in December. Board Chair Epstein emphasized the organizational strength area and asked that staff are sufficiently supported.

5. Strategic Plan Development

Staff sought input from the Committee around the approach to developing the next strategic plan in 2019. There was a robust discussion on the length of the plan, the four pillars and its accompanying KPIs, staff and public engagement. All agreed that a four year plan was preferred, as it could follow the City's election cycle. Broad public consultation was discussed, including with the Musqueam, Squamish and Tsleil-Waututh Nations, health care practitioners, first responders, library champions, accessible services patrons and the LGBTQ2S groups.

<Board Chair Epstein left the meeting at 6:48 pm>

POLICIES

6. Terms of Reference

The Committee reviewed the terms of reference for the CRPD Committee, provided feedback and agreed to recommend to the next Committee removing the word "oversee" from item #1. A question will be brought to the new Board in 2019 to discuss whether the liaison to the Friends of VPL and Public Library InterLINK should be member of the CRPD Committee given the Terms of Reference.

ADJOURN

Moved by Julia Lin

There being no further business, the Chair declared the meeting adjourned at 7:05 p.m.

Amanda Card, Chair

Christina de Castell, Secretary

DRAFT