



Minutes of the VPL Board Governance Committee Regular Meeting held at 5:00 p.m. on Tuesday, October 15, 2019 in the Level 8 Morris J Wosk Boardroom at 350 West Georgia Street, Vancouver, B.C.

Present: Jennifer Chan – Chair
Kurt Heinrich
Kevin Lowe
Raji Mangat
John Schaub
Rhonda Sherwood

Recording Secretary: Christina de Castell – Chief Librarian

ADMINISTRATION:

1. Approval of the Agenda

The Chief Librarian's performance evaluation process was added for discussion.

Moved by John Schaub

THAT the Committee approve the Governance Committee meeting agenda as amended.

CARRIED UNANIMOUSLY

2. Minutes

The Chief Librarian presented the draft minutes of the meeting held April 8, 2019 for approval by the Committee.

Moved by Raji Mangat

THAT the draft minutes of the meeting held April 8, 2019 be approved as received.

CARRIED UNANIMOUSLY

ROLES, RESPONSIBILITIES & PROCEDURES

3. Board Procedure Policy

Trustees discussed the proposed language and provided edits to clarify the intentions in 7(o)x for discussions that are in preliminary stages, and for positive framing about conduct

of the public. They considered what needs to be communicated in other material such as the website or during a meeting so that members of the public feel welcome to attend open meetings. They also considered how meeting set up would need to change if the larger numbers of public attendees wanted to attend, and costs and impacts of filming meetings if necessary in the future. Trustees inquired about how media advise staff of interest in attending and media policies.

Moved by Kurt Heinrich

THAT the Committee recommend that the Board approve the revised Board Procedure policy.

CARRIED UNANIMOUSLY

4. Board Community Engagement

Trustees considered the questions for discussion, and several identified the existing high time commitment required of VPL trustees for a volunteer role at more than 10 hours per month. They expressed concern about existing ability to meet the time commitments, and that increasing these would be difficult. Board Chair John Schaub commented that this could be a barrier to continuing to increase the diversity of the Board. Trustees also discussed the potential challenges of maintaining clarity between trustee and staff roles. Trustee Lowe commented that the recent policy revision process had placed a heavy burden on staff, and that the Board can be clear that the Chief Librarian can reach out to the Board for support. He also noted that some community boards may want to contact trustees, and that support from trustees could be helpful for new or specific partnerships, rather than adding this within the scope of regular trustee responsibilities.

Moved by Rhonda Sherwood.

THAT the Committee receive the report for information.

CARRIED UNANIMOUSLY

5. Chief Librarian Performance Appraisal Process

Trustees Mangat and Lowe advised the Committee that they are coordinating a review of the questionnaire and process, and identified a gap in questions about the Community Relations, Planning and Development Committee. Trustees discussed their lack of awareness of the history of the form and the absence of human resources expertise in this area. They agreed to use the existing approach for this year, and to explore seeking a consultant to undertake this activity and provide a report to the Board for 2020. Trustee Mangat will circulate the current questions to Trustees for input.

BOARD DEVELOPMENT & RECRUITMENT

6. Board Annual Planning Calendar

Trustees agreed to send any comments or questions related to the 2020 calendar to Committee Chair Jennifer Chan.

Moved by Rhonda Sherwood

THAT the Committee receive the report for information.

CARRIED UNANIMOUSLY

7. Board Self-Evaluation

Trustees agreed to merge the group of library association questions into one, and remove “history” from the question so that it is focused on the role, with the exception of the BC Library Trustees Association.

Moved by Kurt Heinrich

THAT the Committee receive the report for information.

CARRIED UNANIMOUSLY

ADJOURN

There being no further business, the Chair declared the meeting adjourned at 6:10 p.m.

Jennifer Chan, Chair

Christina de Castell, Secretary