



Minutes of the VPL Board Governance Committee Regular Meeting held at 5:00 p.m. on Monday, April 16, 2018 in the Peter Kaye Room at 350 West Georgia Street, Vancouver, B.C.

Present: Amanda Card
Jennifer Chan
Kyla Epstein
John Schaub — Chair

Recording Secretary: Christina de Castell — Acting Chief Librarian

ADMINISTRATION:

1. Approval of the Agenda

The Committee agreed to add VPL Email Guidelines in the agenda.

Moved by Amanda Card and seconded by Kyla Epstein

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

CARRIED UNANIMOUSLY

2. Minutes

The Chief Librarian presented the draft minutes of the meeting held March 13, 2017 for approval by the Committee.

Moved by Kyla Epstein and seconded by Jennifer Chan

THAT the draft minutes of the meeting held March 13, 2017 be approved as received.

CARRIED UNANIMOUSLY

ITEMS FOR DISCUSSION

3. Annual Board Evaluation

Trustees discussed potential areas for revisions including using an answer scale rather than yes/no/don't know, ensuring questions align with practice, and adding instructional

text to clarify intent, and decided to revisit the text in advance of sending the next evaluation in Q4 2018.

4. Board Training & Development Budget

Trustees received the Board budget for 2017 and 2018, discussed the importance of TOP training for all Board members, and identified the need for a core training schedule to include TOP, media, budget orientation, privacy, reconciliation, and trans* awareness, as well as ensuring 1-2 trustees attend chair training annually. They identified that the Board Self-Evaluation shows areas of training needs and that this should also be considered. The committee requested that the Chief Librarian prepare a schedule for review at the next Governance committee meeting and plan Trans*, Gender-Variant and Two Spirit inclusion training for Trustees in 2018 and explore the possibility of media training.

5. Annual Board Planning Calendar

Trustees reviewed the Annual Board Planning Calendar. Trustee John Schaub proposed adding a regular social event early in the year. Trustee Kyla Epstein agreed to bring a revised calendar to the May Board meeting.

6. Board Information Package for Prospective Trustees

Trustees received an information package from Surrey Public Library for prospective trustees and agreed this would be valuable for prospective VPL trustees. Trustees discussed removing the What's in it for me section and adding how VPL supports trustees through training, parking and childcare reimbursement and membership in BCLTA. Trustees requested that the Chief Librarian bring a draft to a future Community Relations, Planning & Development Committee meeting.

7. Promoting Generative Discussion

Trustee John Schaub identified a need for discussion among trustees about broad library issues and trends outside of the strategic planning process. Following discussion about possible approaches, the trustees agreed to a model of the Board receiving a paper on trends on each library service area and a facilitated discussion at workshops prior to Board meetings, distributed over the year preceding the next strategic plan.

8. Civic Election Candidate Engagement

This discussion was deferred to Community Relations, Planning & Development Committee.

9. VPL Email Guidelines

Trustees identified the need to clarify expectations for use of VPL email addresses within policy. The Chief Librarian will bring revisions to the appropriate policy to a future Board meeting.

ADJOURN

There being no further business, the Chair declared the meeting adjourned at 6:00 p.m.

John Schaub, Chair

Christina de Castell, Secretary

DRAFT