Minutes of the VPL Board Regular Meeting held on Wednesday, November 23, 2016 at 5:30 p.m. in the Morris J. Wosk Boardroom at 350 West Georgia Street, Vancouver, B.C.

Present:  
Mary Lynn Baum — Chair  
Carellin Brooks  
Amanda Card  
Jennifer Chan — Vice Chair  
Kyla Epstein  
Catherine Evans — Vancouver Park Board Representative  
Suki Grewal  
Karen Hoffmann  
Gordon Ross  
John Schaub — Vice Chair  
Rhonda Sherwood

Absent:  
Clr. Tim Stevenson — City Council Representative

Management Present:  
Sandra Singh — Chief Librarian  
Diana Guinn — Director, Neighbourhood & Youth Services  
Dawn Ibey — Acting Director, Library Experience  
Samantha Pillay — Director, Human Resources  
Amanda Pitre-Hayes — Director, Planning & Projects  
Eric Smith — Director, Corporate Services & Facilities

Absent:  
Christina de Castell — Director, Collections & Technology

Staff:  
Julie Iannacone — Senior Manager, Services to Children & Teens  
Janet Horne — Manager, Library Systems  
Megan Langley — Manager, Neighbourhood Services

Guests:  
Judith Neamtan — President, Friends of VPL  
Aliza Nevarie — President, CUPE 391  
Jane Curry — 1st Vice President, CUPE 391  
Gloria Hershorn — Member-at-Large, CUPE 391  
Zoe Magnus — CUPE Union Representative  
Katherine Davies — CUPE Communications Representative  
Baldwin Wong — Social Planner, City of Vancouver  
Nadia Carvalho — VIP Project Coordinator, City of Vancouver

Recording Secretary:  
Chrysalyn Tolentino — Executive Assistant
Board Chair Mary Lynn Baum opened the meeting with a comment on the importance of the library and the values we represent. She thanked everyone who is here for their commitment in helping to support and maintain this important institution.

PRESENTATION

1. **Vancouver Immigrant Partnership**

   Baldwin Wong, City of Vancouver Social Planner provided an overview of the Vancouver Immigrant Partnership, a settlement and integration strategy for immigrants and refugees in Vancouver funded by Immigration, Refugees and Citizenship Canada. VIP’s mandate is to improve newcomers’ settlement and integration experience in Vancouver and he noted his appreciation for VPL’s contribution to the development of this strategy, including its past and ongoing commitment to supporting newcomer settlement.

DELEGATION

2. **Union’s response to the Vancouver Public Library Branch Staffing Model Review**

   Aliza Nevarie, President, CUPE 391, presented the Union’s response and highlighted issues related to the Branch Staffing Model Review. The Union conducted a survey and the results indicated that staff are generally supportive on the recommendation that have tangible improvements on work and are not supportive of the recommendations that may impact work life balance.

ADMINISTRATION

3. **Minutes**

   The draft minutes of the Regular Meeting held October 26, 2016 were presented to the Chair for approval.

   Moved by John Schaub and seconded Catherine Evans

   *THAT the draft minutes of the Regular Meeting held October 26, 2016 be approved as amended.*

   **CARRIED UNANIMOUSLY**

REQUEST FOR INFORMATION

- **CUPE Local 391**

   Aliza Nevarie, President, CUPE 391, reported that she will attend the BC Federation of Labor Conference next week.
Friends
Judith Neamtan, President of Friends of VPL, confirmed that the financial losses from the flood will not be covered by insurance. Total loss is at least $4,500. Book’mark Store will offer member and staff 20% discount on November 24 and Friends will hold a book sale from December 1-3. The ‘Stay-at-Home and Read a Book’ campaign will have a brand new design and four books were recommended by staff; Friends was able to get three signed copies from publishers and authors. Friends will hold a surprise event on April 29, 2016.

VPL Foundation
No report.

British Columbia Library Trustees Association
Trustee Kyla Epstein reported that the Conference Planning Committee is working on BCLTA’s 40th anniversary conference. The Board is conducting an internal development session and decision making training before the start of each meeting. The Board approved funding for brand improvement and website renewal, as well as approved a strategy for recruitment and succession planning. Kyla added that one member stepped down and a replacement has been appointed starting in December. The BCLTA Bulletin is moving from monthly to quarterly and Kyla encouraged Trustees to follow BCLTA in Facebook and Twitter.

InterLINK
Vice Chair John Schaub reported that the Governance Committee and InterLINK Board meeting will be held next week. John advised that he will not be able to serve as the InterLINK liaison in 2017 due to work commitment.

VPL Trustees
Vice Chair Jennifer Chan attended the SFU Philosopher’s Café held at Joe Fortes Branch on October 28. It was well attended and a great way for people to connect as well as meets our strategic objective around community dialogue. Jennifer also reviewed the applications to the Library Board.

Trustee Kyla Epstein attended a meeting between SFU Centre for Dialogue and VPL on November 21st.

Trustee Karen Hoffmann has joined the national calls with the CFLA-FCAB Truth & Reconciliation Committee together with Neighbourhood Service Manager Megan Langley who, the trustee acknowledged, is doing a terrific job of sharing VPL’s considerable efforts.

Trustee Suki Grewal attended the Diwali Celebration at Sunset Community Centre on November 5th.
Trustee Rhonda Sherwood attended the Remembrance Day Celebration at Victory Square on November 11\textsuperscript{th}. She also attended a family story time at Central and the “\textit{Slow Media Documentary Series}” on November 20\textsuperscript{th}.

Trustee Gordon Ross attended the SFU City Conversation Dialogue about Vancouver and what it means to be a resident. Gordon will also attend the upcoming Lisa Freeman event entitled “Re-defining the Public in Public Libraries” at SFU on November 24\textsuperscript{th} and signed up for the ICD session on “Effective Leadership & Governance for Not-for-Profit Board” on December 6\textsuperscript{th}.

Trustee Amanda Card thanked Britannia and Fraserview branch heads for always informing and inviting her to their programs and events.

Commissioner Catherine Evans reported that Vancouver Park Board recently approved a 2017 summer program to show the film “\textit{Uninterrupted}” from June 23-September 4, 2017 at Cooper’s Park as part of the Canada 150 celebrations. The Board also passed the “Access Without Fear” Policy.

Vice Chair John Schaub introduced and welcomed attendees to the “\textit{Veterans Network Film Screening & Discussion}” at the Orpheum Annex on November 8\textsuperscript{th}.

Board Chair Mary Lynn Baum participated with Trustee Chan in reviewing applications to the Library Board.

\textbf{ITEMS FOR DECISION}

4. \textit{2017 Operating Budget}

Eric Smith, Director, Corporate Services & Facilities, presented for Board approval the recommended 2017 operating budget and noted that there are no cost reduction targets for 2017. Eric added that the draft budget includes over $1.7 million additional funding from the City: for náča?mat ct Strathcona Branch Library, additional staffing at Inspiration Lab, security staffing, and Carnegie, increase funding for collections, Living Wage for internal staffing, and maintenance for Central library Levels 8 and 9. The Chief Librarian noted that Board Chair Mary Lynn Baum and Friends President Judith Neamtan as well as CUPE 391 President Aliza Nevarie will speak at the City Council meeting on December 7\textsuperscript{th}.

Moved by Kyla Epstein and seconded by Amanda Card

\textit{THAT the Board approve the 2017 net operating budget of $45,040,115 subject to City Council approving this amount. Management is to report back if this amount is not approved by City Council.}

CARRIED UNANIMOUSLY
5. **Holiday Hours**

There was extensive discussion at the Services, Finance & Human Resources Committee on the proposed altered hours on December 24, December 27 and January 2. The Board discussed the merits of the recommendations and, at the conclusion of the discussion, the following motions were raised:

Moved by Catherine Evans and seconded by John Schaub

*THAT the Library Board approve the following:*

- *That all libraries and work sites, (except the Carnegie Branch) close at 5:00 p.m. on Saturday, December 24, 2016.*
- *That Carnegie Reading Room remain open during the public holidays according to Carnegie Centre practice, subject to the availability of staff.*
- *That branches co-located with Community Centers match their respective open hours to the hours for the community centres on December 27, 2016 and January 2, 2017, where the community centre is closing before the library and where it is not feasible to remain open while the community center is closed.*

*CARRIED*

Trustee Carellin Brooks requested that her opposition be noted in the minutes.

6. **Draft VPL 2020 Strategic Plan**

Planning & Project Director Amanda Pitre-Hayes provided an overview of the VPL 2020 Strategic Plan. The Strategic Plan will be officially launched in January 2017. Trustees reviewed and provided some minor edits, which will be incorporated in the final version. There was some discussion about the general trends related to some KPIs and it was agreed to leave some as broadly directional for now. The Board Chair thanked Amanda, consultants, Chief Librarian, and the members of the Steering Committee who put in tremendous amounts of effort in reviewing the plan.

Moved by Kyla Epstein and seconded by Carellin Brooks

*THAT the Library Board approve the VPL 2020 Strategic Plan.*

*CARRIED UNANIMOUSLY*

**ITEMS FOR CONSENT**

Moved by Gordon Ross and seconded by Amanda Card

*THAT the following Board reports be approved on consent:*
ITEMS PULLED OUT OF CONSENT


Trustee Carellin Brooks noted that it was heartwarming to see that the book launch of *Storming the Digital Divide* at Carnegie brought about positive statements about the role of libraries as well as a validation of the work of Trustees in volunteering in their liaison branches. Carellin expressed satisfaction of the patron comment in Hastings that the new bathrooms signs are making Trans* people welcome and not having to get a key. She praised Oakridge staff for connecting with community partners and organizing programs for people with disabilities.

Trustee Amanda Card noted that it is wonderful to see the interactions of departments across VPL as it shows how inter-connected staff are.

Trustee Kyla Epstein was heartened to read about Kensington’s report that patrons using the Community Inspiration Pass are now starting to write about their experiences after each trip and will soon be sharing these stories.

Trustee Rhonda Sherwood sought clarification on the age of the Terry Salman Branch. Staff responded that the branch has been open and serving the community for five years.

Moved by Carellin Brooks and seconded by Amanda Card

*THAT the Board receive the report for information.*

CARRIED UNANIMOUSLY

8. VPL 2013-2015 Strategic Plan Q3 Report

Trustees sought clarification regarding the transition of some 2013-2015 initiatives to the next Strategic Plan. Amanda Pitre-Hayes noted that management staff conducted an
operational planning meeting last week wherein they agreed that active initiatives will be incorporated in the new plan. A new reporting template will be given to the Board in early 2017. There were some questions regarding the branch refurbishment plans as well as the update on the Musical Instrument program. The Chief Librarian replied that an update report will be presented to the Board in 2017; a year after the program was launched. Commissioner Catherine Evans congratulated staff for the accomplishing a long list of achievements.

Moved Catherine Evans and seconded by Karen Hoffmann

THAT the Board receive the report for information.

CARRIED UNANIMOUSLY

9. **VPL Activities Responding to TRC Calls to Action**

Trustees commended VPL staff for their insightful work in creating meaningful activities in response to the Truth and Reconciliation Commission (TRC) Calls to Action. Trustee Sherwood asked if there will be TRC training for the Board; the Chief Librarian responded that we are organizing a training workshop for the Board in the new year.

Moved by Carellin Brooks and seconded by Catherine Evans

THAT the Board receive the report for information.

CARRIED UNANIMOUSLY

**ADJOURN**

There being no further business, the Chair declared the meeting adjourned at 8:10 p.m. and moved to in-camera.

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Mary Lynn Baum, Chair                  Sandra Singh, Secretary