

# VPL BOARD

## Regular Meeting Minutes

### Wednesday, September 27, 2023

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Minutes of the VPL Board Meeting held on Wednesday, September 27, 2023 at 5:48 p.m. at the Level 8 Morris J. Wosk Boardroom, 350 West Georgia St., Vancouver, BC.

<b>Present:</b>	Tim Bottomer		
	Victor Huang		
	Emily Lapper		
	Kevin Lowe	—	Chair
	Melody Ma		
	Raji Mangat	—	Vice Chair
	Clr. Peter Meiszner	—	Vancouver City Councillor
	Harlan Pruden		
	Karen Spears		
	Ziming Yang	—	Left at 6:58 pm
	Abeer Yusuf	—	Arrived at 5:55 pm
<b>Management Present:</b>	Christina de Castell	—	Chief Librarian & CEO
	Maryn Ashdown	—	Director, Neighbourhood & Youth Services
	Kay Cahill	—	Director, Information Technology & Collections
	Dawn Ibey	—	Director, Central Library & Public Service
	Julia Morrison	—	Director, Corporate Services & CFO
	Carol Nelson	—	Director, Planning & Communication
	Balwinder Rai	—	Director, Human Resources
<b>Staff:</b>	Kim Constable	—	Manager, Neighbourhood Services
	Erin Watkins	--	Manager, Programming & Learning
<b>Guests:</b>	Scott Jensen	—	Chair, Vancouver Park Board
	Victoria Jung	—	Chair, Vancouver Board of Education
	Liza Saayman	—	President, CUPE Local 391
	Johnathan Dyer	—	Vice President, CUPE Local 391
	Jenny Marsh	—	Executive Director, VPL Foundation
	Jamie Broadhurst	—	Board Member, VPL Foundation
	Sean Muggah	—	Board Member, VPL Foundation
	Christian Kruse	—	Co-Chair, Friends of VPL
	Aren Tulchinsky	—	2023 VPL Writer in Residence
	Vea Coronado	—	Executive Director, BC Library Trustees Association

## Recording

Secretary: Chrysalyn Tolentino — Executive Assistant

## INTRODUCTION

### 1. Land Acknowledgement

Board Chair Lowe acknowledged that our work takes place on the unceded, ancestral and contemporary lands of the Musqueam, Squamish and Tsleil-Waututh Nations. He expressed appreciation that many trustees, staff and guests are wearing orange shirts to commemorate the coming National Day for Truth and Reconciliation on September 30 and the 10<sup>th</sup> anniversary of the Orange Shirt Day. He observed that this is the time for us to remind ourselves of the work we are responsible for and the truths that we need to accept about the ongoing impacts of residential schools on the lives of Indigenous peoples, recommit to our learning journeys, and work to eradicate systemic racism in this land. He noted that he is encouraged by the work that is happening and including VPL's Indigenous Rights and Reconciliation Strategy and his appreciation that the Board is on this journey and committed to this work.

### 2. 2023 Writer-in-Residence: Aren X. Tulchinsky

Erin Watkins, Manager of Programming & Learning introduced Aren X. Tulchinsky as the 2023 VPL writer in residency. Aren, the writer formerly known as Karen X. Tulchinsky, is a novelist, screenwriter, video editor, writing mentor, and the author of *The Five Books Of Moses Lapinsky*, which won the One Book One Vancouver Prize in 2008. Aren invited the Board to his opening event on October 4, shared plans for his residency and read an excerpt from his book. Board Chair Lowe congratulated Aren for his residency and thanked the Friends of VPL for providing the funding for the Writer in Residence program.

## ADMINISTRATION

### 3. Consent Agenda - Removal of Items and Approval

Moved by Tim Bottomer and seconded by Clr. Peter Meiszner

*THAT the following Board reports be approved on consent:*

- Draft Minutes – Sep 18/23 CRPD Committee Regular Meeting  
*THAT the Board receive the draft minutes for information.*
- VPL Foundation Fundraising Summary  
*THAT the Board receive the report for information.*
- Strategic Plan Reporting – Q2 2023  
*THAT the Board receive the report for information.*
- Request from BC Library Partners  
*THAT the Board receive the verbal report for information.*

- Draft Minutes – Sep 20/23 Governance Committee Regular Meeting  
*THAT the Board receive the draft minutes for information.*
- Board Learning Plan on Indigenous Rights and Reconciliation  
*THAT the Board receive the report for information.*
- Chief Librarian & CEO Performance Review Process  
*THAT the Board receive the report for information.*
- Board Self-Evaluation Survey  
*THAT the Board receive the report for information.*
- Trustee Recruitment  
*THAT the Board receive the verbal report for information.*
- Draft Minutes – Sep 20/23 SFHR Committee Regular Meeting  
*THAT the Board receive the report for information.*
- June 30, 2023 (Q2) Financial Operating Results  
*THAT the Board receive the report for information.*
- Letter from The Honourable Pablo Rodriguez, Minister of Canadian Heritage to Board Chair re: impact of discrimination and hatred online.  
*THAT the Board receive the item for information.*
- Letter from J. Chuback, InterLINK Board Chair re: InterLINK Compensation  
*THAT the Board receive the item for information.*

**CARRIED UNANIMOUSLY**

### **3. Approval of the Agenda**

Moved by Harlan Pruden and seconded by Melody Ma

*THAT the Board approve the regular meeting agenda as amended.*

**CARRIED UNANIMOUSLY**

### **4. Minutes**

The draft minutes of the Regular Meeting held June 28, 2023 were presented to the Board for approval.

Moved by Emily Lapper and seconded by Tim Bottomer

*THAT the draft minutes of the Regular Meeting held June 28, 2023 be approved as amended.*

**CARRIED UNANIMOUSLY**

## REQUEST FOR INFORMATION

### ➤ **Vancouver School Board**

Victoria Jung, Chair of the Vancouver School Board shared that the Indigenous Education Department distributed 16,385 books written by Indigenous authors and purchased from Indigenous book stores to elementary and secondary schools to build cultural awareness and understanding.

### ➤ **Vancouver Park Board**

Scott Jensen, Chair of the Vancouver Park Board shared the activities of the Park Board Reconciliation team in the lead up to the National Day for Truth and Reconciliation, including Every Child Matters and Survivors flags, a walk, and learning activities. He also shared that the Rupert-Renfrew area planning is ongoing.

### ➤ **CUPE 391**

Johnathan Dyer, Vice President of CUPE 391, introduced himself in the language of his ancestors and thanked Board Chair Lowe and Trustee Pruden for their land acknowledgement, inclusion of Indigenous perspectives, and focus on the important work towards Reconciliation.

### ➤ **Friends of VPL**

Christian Kruse, Co-Chair of the Friends of VPL reported on a successful book sale netting \$35K, with 92 volunteers and approx. 20,000 books sold during this three-day event. He thanked the Library for their support, especially Marketing & Communications and Events staff.

### ➤ **VPL Foundation**

Jenny Marsh introduced VPL Foundation Board members Sean Muggah and Jamie Broadhurst. She noted that the VPL Foundation have completed their annual audit, and that they released a grant in June from undesignated funds and will be releasing another grant in December from designated funds. She shared that the Foundation received \$55K income from the endowment fund, and that the rooftop remix event series netted \$17K. She also shared that the Foundation is gearing up for the fall campaign and promoting monthly giving, and recruiting for new Board members. Trustee Pruden inquired about investment policy and shared guidance to support diversification of the VPL Foundation Board.

### ➤ **BCLTA**

Trustee Melody Ma introduced Veia Coronado as the new Executive Director of the BC Library Trustees Association. Veia shared background about herself and her role.

## ITEM FOR DECISION

### 5. Provincial Enhancement Grant 2023

SFHR Committee Chair Tim Bottomer introduced the report and noted that we received \$1,714,161.96 in funding from the Province through the Enhancement Grant, and that the Committee supported the allocation to four categories. They discussed balancing the need for establishing an ongoing training budget for staff with using one-time funds.

Trustees sought detail related to the goals for the public facing community access worker role.

Moved by Harlan Pruden and seconded by Abeer Yusuf

*THAT the Board approve the following allocation of funds from the Provincial Enhancement Grant:*

- *Addressing urgent community needs: approx. \$500-\$650K*
- *Addressing shifting demands on staff: \$500-\$650K*
- *Planning & Evaluation: \$350-450K*
- *Inclusive Public Space: \$150-200K*

**CARRIED UNANIMOUSLY**

### 6. Board Procedure and Delegation of Authority Policies

Board Chair Lowe noted that the Governance Committee amended the Board Procedure Policy to improve organization and clarity, and to remove the Public Participation, the Delegation to Chief Librarian and the Monitoring Executive Performance content, all of which are being established as or within separate policies. The new Public Participation policy was approved by the Board at the May 24, 2023 meeting, and the remaining two policies, Board Procedure and Delegation of Authority are brought for approval today.

He reviewed amendments suggested by Trustee Huang to the Board Chair's responsibilities, to add signing documents on behalf of the Board following Board approval. Trustee Pruden inquired about the rationale for the change to the partners listed in s.10.7. Board Chair Lowe replied that this is intended to allow flexibility for information requests in future without requiring policy amendments, and that the regular partner updates would be expected to continue. The Board thanked Director Nelson and the Policy & Planning team for their work on these policies. At the conclusion of the discussion, the following motions were raised:

Moved by Tim Bottomer and seconded by Harlan Pruden

*THAT the Library Board approve the revised Board Procedure Policy as amended; and*

*THAT the Board approve the Delegation of Authority Policy as received.*

**CARRIED UNANIMOUSLY**

## **7. Policy Rescissions and Reclassifications**

CRPD Committee Chair Karen Spears introduced the report and noted that both the CRPD and SFHR committee reviewed the report as part of the regular review of policies. The review identified policies that are more appropriate as administrative policies as they are operational issues. SFHR Committee Chair Tim Bottomer added that the SFHR Committee asked that staff seek further clarification from the City around the Travel Policy and bring that to a future meeting for consideration. Board Chair Lowe noted that trustees can request administrative policies from the executive assistant.

Moved by Abeer Yusuf and seconded by Emily Lapper

*THAT the Board rescind the following policies as of October 31, 2023 and direct staff to create administrative policies where staff deem appropriate.*

- *Art Donations*
- *Donation Requests*
- *Research Participation*
- *Selling Creative Works at Library Programs*
- *Employees Driving Library (City) Owned or Leased Vehicles, Responsibility of*
- *Cards for VPL Staff*
- *Parking Violations*

**CARRIED UNANIMOUSLY**

*<Trustee Ziming Yang left the meeting at 6:58 p.m.>*

## **8. Chief Librarian & CEO Performance Management Framework Policy Revisions**

Board Chair Lowe introduced the updated policy which was revised based on learnings from the 2022 process, and to align with the updates to the Board Procedure policy. He thanked Trustees Spears and Huang for spearheading the review last year and Trustee Spears for updating this policy. Trustees provided some feedback including strengthening language on Indigenous considerations, and clarifying that discussion with Board members related to performance must be held in camera. These proposed suggestions will be incorporated in the final version.

<Clr. Peter Meiszner left the meeting at 7:10 p.m.>

Moved by Emily Lapper and seconded by Harlan Pruden

*THAT the Board approve the revised Chief Librarian & CEO Performance Management policy as amended*

**CARRIED UNANIMOUSLY**

## **ITEM FOR INFORMATION**

### **9. Pride Parade**

Trustee Spears thanked VPL staff for inviting trustees to participate in the Pride Parade and shared that the enthusiasm of the crowd towards the library was incredible. She also shared that she participated in the Summer Reading Club medals at Kensington Branch, thanked staff and encouraged other trustees to participate in next year's SRC events.

Trustee Lapper shared that she also participated in the Pride Parade and awarded medals to children for the Summer Reading Club at South Hill Branch, and shared children's writing on the graffiti wall.

Trustee Pruden thanked staff who participated in the Pride Parade and reflected on the impact of the VPL Room Rental Policy on relationships, and the efforts of staff to re-build relationships with the LGBTQ2S+ community. Chief Librarian & CEO de Castell recognized the work of the 2SLGBTQ+ Advisory Committee, the Pride Season working group coordinator, and the Parade volunteer organizer, and thanked CUPE 391 for their support. She noted that staff have shared that it was uplifting to be a part of the experience. She also extended staff thanks to Board Chair Lowe his support on Pride weekend. CUPE 391 President Liza Saayman also acknowledged Board Chair Lowe's support and the value of this shared experience.

## **ADJOURN**

Moved by Harlan Pruden and seconded by Tim Bottomer

There being no further business, the Chair declared the meeting adjourned at 7:24 p.m.

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Kevin Lowe, Chair

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Christina de Castell, Secretary