

MANAGEMENT REPORT

Date: September 17, 2024
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Meeting Date: September 25, 2024

TO: Library Board
FROM: Raji Mangat, Chair, CRPD Committee
SUBJECT: CRPD Naming Subcommittee Terms of Reference

SUMMARY

This report recommends approval of the Terms of Reference for the newly formed CRPD Naming Subcommittee.

PURPOSE

This report is for decision.

RECOMMENDATION

THAT Board approve the CRPD Naming Subcommittee Terms of Reference.

COMMITTEE DISCUSSION

The Committee discussed revisions to the Terms of Reference to clarify scope and facilitate efficient processes.

INDIGENOUS CONSIDERATIONS

The CRPD Naming Subcommittee Terms of Reference, which outline the role of the Subcommittee, are guided by VPL's [Interim Naming Library Spaces and Donor Recognition policies](#). The CRPD Naming subcommittee's role therefore includes ensuring that decisions related to naming include an assessment of the potential impact(s) on Indigenous Peoples. For example, when identifying options for recognition, VPL will consider whether the donor has any historical Indigenous relationships, and how public association with a donor may impact the

reputation of VPL in the eyes of Indigenous People, including members of local Nations. When the Subcommittee considers recognition for Indigenous donors, they will be responsible for ensuring that the process is culturally relevant and respectful of the traditions and protocols of local Nations and the donor. This could include traditional means of expressing gratitude.

BACKGROUND

At the September 19, 2022 CRPD meeting, the CRPD Committee approved the establishment of a Naming Subcommittee to pre-screen donors once donation and space details have been identified. The Subcommittee makes recommendations for naming and re-naming to the CRPD Committee. Members of the subcommittee include a member of the CRPD Committee as appointed by the Chair, which is Emily Lapper for 2024; the Chief Librarian & CEO; the Director, Planning & Communications; and the Executive Director of the VPL Foundation.

DISCUSSION

The Naming Subcommittee met for the first time on July 31, 2024, and discussed the draft Terms of Reference. The Terms of Reference are provided for review and recommended for approval.

Purpose of the Subcommittee

This subcommittee formed by the Community Relations, Planning and Development (CRPD) Committee of the VPL Board reviews proposed names, with the exception of naming by the Musqueam, Squamish and Tsleil-Waututh Nations, and reviews requests for re-naming of Library spaces and programs to ensure compliance with the Library's policies. The subcommittee makes recommendations for naming and re-naming to the CRPD Committee, and provides minutes to that committee.

Terms of Reference

The role of the Naming Subcommittee is to:

1. Receive information about requests for naming of Library spaces after interest in a named gift is conveyed to the VPL Foundation
2. Review information provided by the VPL Foundation and VPL staff about philanthropic donors, and individuals or organizations considered for commemorative naming.
3. Provide feedback to the VPL Foundation about prospective donors about whom the Library Board may have concerns.
4. Recommend to the CRPD Committee the approval or refusal of naming and re-naming requests by philanthropic donors, and the removal of naming if required.
5. Ensure the CRPD Committee receives sufficient information for informed decision-making.
6. Respond to other naming issues referred by the CRPD Committee.
7. Assess the overall mix of named spaces and identify potential concerns.
8. Ensure naming of Library spaces and programs is compliant with the Library's Naming Library Spaces (interim) policy and Donor Recognition policy.

Membership

- One member of the VPL Board CRPD Committee, as appointed by the CRPD Chair
- Chief Librarian & CEO, VPL
- Director, Planning & Communications, VPL
- Executive Director, VPL Foundation

Related Policies

- [Naming Library Spaces \(interim\)](#)
- [Donor Recognition](#)
- [Library Square Lookback Recognition](#)
- [Sponsorship](#)