



Minutes of the VPL Board Regular Meeting held on Wednesday, December 9, 2020 at 5:30 p.m. via video conference.

<b>Present:</b>	Jennifer Chan	—	Chair
	Kurt Heinrich		
	Zahra Hussein		
	Rebecca Jules		
	Kevin Lowe		
	Raji Mangat	—	Vice Chair
	Barbara Parrott	—	Vancouver School Board Trustee
	Harlan Pruden		
	John Schaub		
	Rhonda Sherwood	—	Vice Chair
<b>Absent:</b>	Abeer Yusuf		
<b>Absent:</b>	Clr. Christine Boyle	—	Vancouver City Councillor
	Stuart Mackinnon	—	Vancouver Park Board Commissioner
<b>Management Present:</b>	Christina de Castell	—	Chief Librarian
	Kay Cahill	—	Director, Collections & Technology
	Julie Iannacone	—	Director, Neighbourhood & Youth Services
	Dawn Ibey	—	Director, Library Experience
	Julia Morrison	—	Director, Corporate Services & Facilities
	Carol Nelson	—	Director, Planning & Communications
	Balwinder Rai	—	Director, Human Resources
<b>Staff:</b>	Jon Downey	—	Manager, Security Services
<b>Guests:</b>	Kari Scott-Whyte	—	President, CUPE Local 391
	Jenny Marsh	—	Executive Director, VPL Foundation
	Olin Anton	—	Chair, VPL Foundation
	Monika Brar	—	Co-President, Friends of VPL
	Kyla Epstein	—	Member of the Public
	Eric Smith	--	Member of the Public
<b>Recording Secretary:</b>			
	Chrysalyn Tolentino	—	Executive Assistant

## INTRODUCTORY REMARKS

Board Chair Chan acknowledged that our work takes place on the unceded homelands of the Musqueam, Squamish and Tsleil-Waututh Nations and noted that she is grateful for the opportunities for building relationships with the Indigenous community. She invited Trustees to attend the staff recognition event on December 17. She also expressed thanks for the VPL Foundation and Friends of VPL for their compelling remarks advocating for the Library during the December 1<sup>st</sup> City Council budget meeting. She thanked her fellow Trustees for their advocacy work and for being a part of this volunteer community, and noted the challenges of the year. She welcomed Olin Anton, VPL Foundation Chair, former VPL staff member Eric Smith, and former VPL Trustee Kyla Epstein.

## PRESENTATION

### 1. Recognition of Departing Trustees

Board Chair Jennifer Chan thanked departing Trustee John Schaub for his eight-year dedicated service to the Board and noted that the Board presented John with a selection of books as a token of appreciation. Former VPL Trustee Kyla Epstein acknowledged John's work, how he brought different perspectives and a broader lens on accountability, and recognized him for his work on the Public Library InterLINK Board. Trustees praised John for his dedication and commitment and expressed appreciation that John is continuing as a Board member of the VPL Foundation. John thanked staff, management and Trustees for the opportunity to serve on the Board and acknowledged that recent years have been difficult and he is optimistic on the resiliency of the organization.

## ADMINISTRATION

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

The Board removed the correspondence item from consent for inclusion in the regular agenda.

Moved by Abeer Yusuf and seconded by Rhonda Sherwood

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

- Patron Usage Statistics report – October

*THAT the Library Board receive the report for information.*

**CARRIED UNANIMOUSLY**

### 3. Approval of the Agenda

Moved by Zahra Hussein and seconded by Harlan Pruden

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

**CARRIED UNANIMOUSLY**

#### **4. Minutes**

The draft minutes of the Regular Meeting held October 28, 2020 were presented to the Board for approval.

Moved by Abeer Yusuf and seconded by Rhonda Sherwood

*THAT the draft minutes of the Regular Meeting held October 28, 2020 be approved as amended.*

**CARRIED UNANIMOUSLY**

#### **REQUEST FOR INFORMATION**

##### ➤ **CUPE Local 391**

Kari Scott-Whyte, President of CUPE 391, shared that she spoke at the City Council meeting on the 2021 Operating Budget and shared how important the services are that the Library provides to the community. She noted that CUPE 391 has sent a letter to the Minister of Municipal Affairs noting that they are pleased that the provincial Libraries Branch moved to that portfolio. The Union conducted their general meeting on November 25 where members passed a motion to support the Wellness Committee's recommendation to replace the gym equipment.

##### ➤ **Friends of VPL**

Monika Brar, Co-Chair of the Friends of VPL, thanked VPL for opportunity to speak at Council and noted that the Friends were very happy to provide a voice in support of the Library. Monika reported that their winter fundraising campaign raised over \$20,000 and the Board have completed their five-year strategic plan. Their future activities will focus on expanding their membership structure and they will review VPL policies to ensure that their various initiatives are in line with VPL, as well as recruit for a general manager position.

##### ➤ **VPL Foundation**

Jenny Marsh, Executive Director of the VPL Foundation, introduced Olin Anton as the new Chair of the VPL Foundation Board. Jenny reported that the Foundation is partnering with VPL on a library cardholder campaign; VPL will send out an email to cardholders introducing the VPL Foundation and inviting them to donate. Olin Anton noted that he was very pleased that John Schaub agreed to stay on as a VPL Foundation Board member and will lead their Governance Committee. He added that the VPL Foundation Board was very pleased with the outreach to cardholders and is looking forward to seeing how this will unfold in the coming year.

## ITEMS FOR DECISION

### 5. 2021 VPL Operating Budget

Julia Morrison, Director of Corporate Services & Facilities, shared that staff was pleased that the 2021 operating budget was approved by City Council, and thanked everyone who presented and advocated on behalf of the Library. The approved Council budget provides an additional \$270,000 investment for VPL, intended for an Indigenous Relations position and a fine waiving initiative or “welcome back” activity in advance of VPL submitting a request for fine-free service as part of the 2022 budget process. Trustees Pruden and Lowe congratulated staff for the good news and sought clarification on the investments. Julia responded that the funding is ongoing. Chief Librarian de Castell added that staff will provide an update on the impact of the “Welcome Back” campaign in the summer. Trustee Yusuf asked if Council can change their decision on the 2021 budget. Julia responded that staff will work with Council if there are fiscal challenges in 2021. She noted that the Library heard a lot of support for the fine free service and councilors indicated they would like to see this initiative come back for 2022. Board Chair Chan echoed her appreciation to staff for giving Trustees messages to convey to Council, and reminded Trustees that this is a critical time to thank their Council liaisons. At the conclusion of the discussion, the following motion was raised:

Moved by Raji Mangat and seconded by John Schaub

*THAT the Board approve the 2021 Operating Budget of \$55,193,125.*

**CARRIED UNANIMOUSLY**

### 6. Risk Management Activities and Reporting

Governance Committee Chair Lowe introduced the report and noted that the Committee expressed support for the recommendation and the suggestion of bringing a draft policy to SFHR in 2022. He commented on the value of receiving the list of examples of existing risk management activities for governance and accountability purposes. Trustee Jules supported the decision put forward and suggested including more details on the Indigenous Considerations section, noting that reputational risks are relevant to this section.. Chief Librarian de Castell agreed that there are reputational risks related to not acting on the BC legislation enacting the UN Declaration on the Rights of Indigenous Peoples and the Truth and Reconciliation Calls to Action, and staff will include this in future reports. Trustee Hussein supports the undertaking and asked if there are any libraries that have a formal risk management framework. Julia responded that very few library systems have enterprise risk management frameworks and gave examples.

Moved by Zahra Hussein and seconded by Harlan Pruden

*THAT the Board direct staff to develop a risk management policy and framework, and a risk assessment tool.*

**CARRIED UNANIMOUSLY**

**ITEM FOR INFORMATION**

**7. 2020-2023 Strategic Plan Update**

Carol Nelson, Director of Planning & Communications, shared that the 2020-2023 Strategic Plan is now complete and published on the VPL website. Staff will start working on the operating plan in the first quarter of 2021. She noted that the level of activity and timeframe will change due to the pandemic. The Chief Librarian and the Library Board Chair plan to present the new Strategic Plan to City Council in Q1 2021. Board Chair Chan thanked staff for their work in reassessing the landscape and updating the Strategic Plan.

**ITEM PULLED OUT OF CONSENT**

**8. Correspondence**

Board Chair Chan was pleased to note that the Libraries Branch has moved to the Municipal Affairs portfolio and the Board sent a letter to Minister Osborne congratulating her on her appointment and asking for her support in reinstating the transparency of provincial funding for public libraries by including a separate line in the budget, and restoring funding to 2009 levels. She asked that Trustees also send congratulatory letters to their MLA liaisons and begin making connections to continue with advocacy to the Province.

Moved by Raji Mangat and seconded by Kevin Lowe

*THAT the Board receive the correspondence for information.*

**CARRIED UNANIMOUSLY**

**ADJOURN**

Moved by Raji Mangat and seconded by Harlan Pruden

There being no further business, the Chair declared the meeting adjourned at 6:45 p.m.

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Jennifer Chan, Chair

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Christina de Castell, Secretary