



Minutes of the VPL Board Community Relations, Planning & Development Committee Regular Meeting held on Monday, September 14, 2020 at 5:30 p.m. via conference call.

**Present:** Jennifer Chan  
Kurt Heinrich – Chair  
Rebecca Jules  
Kevin Lowe

**Absent:** Harlan Pruden  
Abeer Yusuf

**Management**

**Present:** Christina de Castell – Chief Librarian  
Kay Cahill – Director, Collections & Technology  
Julie Iannacone – Director, Neighbourhood & Youth Services  
Julia Morrison – Director, Corporate Services & Facilities  
Carol Nelson – Director, Planning & Communications

**Guests:** Patricia Chong – Manager, Policy & Planning  
Kari Scott-Whyte – President, CUPE 391

**Recording Secretary:** Chrysalyn Tolentino – Executive Assistant

**ADMINISTRATION:**

**1. Approval of the Agenda**

Moved by Rebecca Jules and seconded by Kevin Lowe

*THAT the Committee approve the regular meeting agenda as received.*

**CARRIED UNANIMOUSLY**

**2. Minutes**

The Chief Librarian presented the draft minutes of the Regular Meeting July 13, 2020 for approval by the Committee.

Moved by Jennifer Chan and seconded by Kevin Lowe

*THAT the draft minutes of the Regular Meeting held July 13, 2020 be approved as received.*

**CARRIED UNANIMOUSLY**

## **POLICIES**

### **3. Rescinded Policies**

Carol Nelson, Director of Planning & Communications, presented a report seeking Board approval to rescind several Board policies that staff deemed no longer necessary during policy review as they are covered in other policies or are operational, as requested by the Board during prior discussion. Board Chair Chan sought clarification on policies that were recommended for rescission that did not have specific related policies identified. Chief Librarian Christina de Castell noted that the values statements were created prior to the development of the VPL Vision, Mission and Values, and these values are now incorporated in Library publications and included in staff training. Board Chair Chan also asked how we will communicate rescinded policies; Carol responded that we will communicate to staff via an internal hub post and they will be removed from our VPL website. There was also a clarifying question from Trustee Lowe around City of Vancouver policies. Christina noted that some City administrative policies were established as Board policies in the past, and that the Policy Development Guidelines identify that the Board will discuss policies approved by City Council in future and determine how to approach them.

Moved by Kevin Lowe and seconded by Jennifer Chan

*THAT the Community Relations, Planning & Development Committee recommend that the Board approve the rescission of the following policies:*

- *Bottled Water in Library Facilities;*
- *Community Engagement Values Statement;*
- *Customer Service Statement;*
- *Posters and Newspapers; and*
- *Records Management*

**CARRIED UNANIMOUSLY**

## **DEVELOPMENT**

### **4. Facilities Redevelopment Overview & Capital Midterm Review**

Julie Iannacone, Director of Neighbourhood & Youth Services, presented a report on the status of library-related capital projects. Julie noted that on September 16, City Council will discuss the midterm review of the 2019-2022 Capital Plan in the context of the COVID-19

Pandemic Response & Recovery. As a consequence of COVID-19, consultation for redevelopment projects at Marpole, Joe Fortes and Britannia have been delayed. Chief Librarian de Castell noted that the Board has not formally approved the four year capital plan submissions in the past, but did review and approve the 10 year Capital Strategy Outlook in February 2018, which is used to create the four year plan. For the next capital plan, the Chief Librarian recommends asking the Board for a formal endorsement of the Library's elements of the capital plan when it is received from the City. Trustees thanked staff for the update report as it helpful in understanding the impact of the pandemic on the trajectory of capital projects, and agreed with the suggestion of the Chief Librarian that the Board be asked to formally approve the Library's capital projects in future.

Moved by Jennifer Chan and seconded by Kevin Lowe

*THAT the Community Relations, Planning & Development Committee receive the report for information.*

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

### **5. Branch Reopening**

Chief Librarian de Castell reported that three branches will reopen on September 22 and the remaining branches will reopen on September 29.

## **ADJOURN**

There being no further business, the Chair declared the meeting adjourned at 5:55 p.m.

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Kurt Heinrich, Chair

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Christina de Castell, Secretary