



Minutes of the VPL Board Services, Finance & Human Resources Committee Regular Meeting held on Wednesday, February 19, 2020 at 5:35 p.m. in the Morris J Wosk Boardroom at 350 West Georgia Street, Vancouver, B.C.

Present: Jennifer Chan
Zahra Hussein
Raji Mangat
Rhonda Sherwood — SFHR Committee Chair

Absent: John Schaub

Management

Present: 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 Service & Facilities

Recording

Secretary: Chrysalyn Tolentino — Executive Assistant

ADMINISTRATION:

1. Approval and Additions to the Agenda

Moved by Jennifer Chan

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 held November 20, 2019 for approval by the Committee.

Moved by Zahra Hussein

THAT the draft minutes of the Regular Meeting held November 20, 2019 be approved as received.

CARRIED UNANIMOUSLY

FINANCIALS

3. Q4 2019 Financials

Julia Morrison, Director of Corporate Services & Facilities, summarized the fourth quarter financial statement ended December 31, 2019. Julia noted that as at December 31st, the library was under budget by \$328K. This was due partly to work on Central Library elevators that was planned but not completed in 2019. Expenditures and transfers were lower than budget (mainly salaries and benefits), and revenues were above budget. Trustees inquired about specific line items related to staffing.

Moved by Raji Mangat

THAT the Services, Finance & Human Resources Committee receive the report for information.

CARRIED UNANIMOUSLY

GOVERNANCE

4. SFHR Terms of Reference

Chief Librarian Christina de Castell presented to the Committee the Terms of Reference. She noted that the Terms of Reference are reviewed every year. During 2019, the SFHR Committee did not identify areas that required attention. The Committee reviewed the document and did not recommend changes.

Moved by Zahra Hussein

THAT the Committee recommend that the Board approve the SFHR Committee Terms of Reference as presented.

CARRIED UNANIMOUSLY

SERVICES

5. Public Facing Rentals

Julia Morrison, Director of Corporate Services & Facilities, provided a report on public facing meeting room and facilities rentals to aid the Board in deciding whether VPL should modify this service. Room rentals at Central Library provide a valuable community service and many organizations seek to hold events or use meeting spaces at VPL as the Library offers affordable meeting rooms in downtown Vancouver. This also helps to establish VPL as a public space and community focal point. Any decision to discontinue some categories of public facing rentals could negatively affect cultural, non-profit organizations and others. VPL would need to consider partnership opportunities to mitigate the impact if

this category of event rental were discontinued. The Committee had an exploratory discussion on the possible options to restrict rentals based on categories. Board Chair Chan noted that it would be helpful to gather more information to aid Trustees in determining next steps and asked that staff consider public and employee surveys as well as City departments' policies for space rentals. Trustee Sherwood noted that the Board has an obligation to ensure that decisions do not inadvertently discriminate. Trustee Mangat identified the need to consider the Public Space Policy and the effect of rentals on the wellbeing of staff. Trustee Hussein suggested reviewing wording from private organizations that limit the activities in their spaces. Staff will gather further information and bring back a report with recommendations to a future meeting for consideration.

Moved by Zahra Hussein

THAT the Services, Finance & Human Resources Committee receive the report for information.

CARRIED UNANIMOUSLY

ADJOURN

There being no further business, the Chair declared the Regular meeting adjourned at 6:40 p.m. and moved to an In Camera meeting pursuant to Section 7(o)(iv) the security of the property of the Library.

Rhonda Sherwood, Chair

Christina de Castell, Secretary