
WEDNESDAY, FEBRUARY 23, 2022**5:30PM - 8:30PM**

Meeting held via Zoom videoconference

Board Present:

Jordan Oye, Chair
Caty Liu, Vice Chair
Chaslynn Gillanders
Denise Hui
Diane Cousar
Nabeel Abrahani
Rachel Ling
Sherine Merhi
Linda McPhail, Council Representative

Susan Walters, Chief Librarian and
Secretary to the Board

Staff Present:

Anne Bechard
Iris Lee
Linden Jessome
Shaneena Rahman
Victor Lai

Guests:

Kate Adams,
Representative, CUPE 718-
05

1. Call to Order and Welcome

The meeting was called to order at 5:30pm with J. Oye providing the welcome.

2. Approval of Agenda

MOVED: THAT, the agenda be approved as presented.

C. Gillanders/S. Merhi.....CARRIED

3. Business Section**(a) Approval of Meeting Minutes**

MOVED: THAT, the minutes of the regular meeting of January 26, 2022 be approved as presented.

C. Gillanders/S. Merhi.....CARRIED

(b) Business Arising

None.

(c) Correspondence

None.

4. Presentation

No presentation scheduled for this meeting. Ed Gavsie, President and CEO of Richmond Cares, Richmond Gives, will join the March meeting to present on the Foundation's investment strategies and results.

5. Community**(a) Councillor's Report**

L. McPhail noted the recommendations within her report passed at the recent General Purposes Committee meeting and will be brought forward to City Council at their next meeting.

(b) Friends of the Library Report

None.

- (c) Summary of Customer Comments
No comments or questions on this report.

6. Board – Items for Decision and/or Discussion

(a) Strategic Planning Process

S. Walters noted that with the Steveston Community Centre and Branch Library architectural design phase and construction starting this year, the library needs to be creating library spaces which are innovative and inspiring.

A recommendation was made by C. Gillanders and echoed by D. Cousar that strategizing with consultants and other members of the board on this project would ideally take place in a non-virtual setting. J. Oye formalized a recommendation from S. Walters and put a call out to trustees to form a Strategic Planning Committee to help accelerate the planning process and aid in producing a request for proposal to submit to possible consultants. J. Oye, C. Gillanders, and N. Abrahani will be on this committee.

- i. 2022 Priority Projects
Included for reference.

(b) 2022 Board Workplan and Committee Meeting Dates

The committee dates listed are place holders and can be adjusted, as needed. S. Walters will reach out to each committee to confirm or add dates. Possible dates for the Strategic Planning Committee will be added to the work plan.

(c) Update on Fine Free Initiative

The public survey was available for 12 days and has received over 500 responses. S. Rahman recommends the library continue to spread the word to the public about the fine-free initiative.

S. Rahman will review additional fines/fees charged for miscellaneous items (broken or lost DVD cases, for example) with S. Walters and provide an overview to the board at a later meeting.

S. Rahman will also report back on the links between the metrics and data provided in the report that support the library's investment in eliminating late fines.

D. Hui recommended that the Fund Development Committee and staff observe donation history to see if there is a correlation between the library going fine free and an increase in donations. There may be an opportunity to promote being fine free and incentivise donations.

Comments and questions surrounding the report were addressed by S. Rahman and S. Walters.

(d) Review of 2021 Operations

The majority of indicators continue to trend upwards through 2021 and the library will continue to restore programs and service while complying with Provincial Health Orders. S. Walters noted that a key driver of our use statistics are in-person library visits.

J. Oye suggested a change to the Website and Catalogue visits description given that the more informative date is included under Digital Circulation by Format. C. Liu asked how staff use the statistics to determine shifts in services and to consider noting this in future reports to show past, present and future projections.

7. Standing Items**(a) Roundtable Discussion**

D. Hui enjoyed the OLA Conference and attended two sessions related to Fund Development and library advocacy.

S. Merhi shared appreciation for the prayer space recently launched at Brighthouse branch.

(b) InterLINK Report

S. Merhi attended the InterLINK orientation meeting on February 22, 2022. S. Merhi provided updates to the board and noted she has joined the InterLINK Finance Committee.

(c) Governance Committee

A March meeting date will be selected.

(d) Finance Committee

The KPMG meeting is tentatively scheduled for March 22, 2022.

8. Chief Librarian's Report

BC Public Library Partners met with Assistant Deputy Minister Tara Faganello on February 11, 2022 to discuss the one-time ask of \$15 million. This funding would support expanding access to technology, ensuring safe and healthy public spaces, and fostering reconciliation, accessibility, inclusion and community building. Feedback was received and will be taken into consideration on how to strengthen the ask for increased library funding.

The library partners have drafted a Union of BC Municipalities motion for long-term sustainable funding for public libraries. S. Walters will bring the motion to the Governance Committee for review, then board, prior to submitting to Jason Kita, Director of Corporate Programs and Intergovernmental Relations, for presentation to City Council.

Work continues on the Provincial Library Grant Report. A request for deadline extension has been granted to April 1, 2022, providing time to finalize the report and present it to the board at the March meeting.

9. Operations**(a) Collections and Customer Service Delivery**

J. Oye asked what was the last title to be removed from the collection during a request for reconsideration process. S. Walters will confirm and report back.

(b) Community Development and Service Design

No comments or questions on this report.

(c) Innovation and Learning Development

No comments or questions on this report.

(d) Information Technology Operations

No comments or questions on this report.

(e) Marketing and Public Relations

No comments or questions on this report.

10. Items Included for Information

- (a) Accessible British Columbia Act

- (b) NewToBC Community Dialogues Poster
S. Merhi, N. Abrahani and D. Hui are all interested in attending.

- (c) BC Library Partners One-Time Funding Request

11. Other Business

None.

Next Meeting

The next Regular Board meeting is scheduled for **Wednesday, March 30, 2022 at 5:30pm.**

R. Ling joined the meeting at 6:37pm.

Adjournment

There being no further business, the Chair declared the meeting adjourned at 6:38pm.

CHAIR  _____

CHIEF LIBRARIAN  _____