



## **WEST VANCOUVER MEMORIAL LIBRARY BOARD**

### **MINUTES For the meeting of April 14, 2010 Welsh Hall East**

Present: P. Tutsch [Chair], M. Bergen, M.J. Campbell, K. Farquharson,  
R. Foucault, H. Greenwood, A. Hamilton, T. Panz, S. Parrott, F. Patterson

Regrets: Z. Rahimi

Staff: A. Goodhart, L. Henderson, D. Hutchison Koep and L. Breen

#### 1. Call to Order

The meeting was called to order at 7:08 p.m.

#### 2. Approval of Agenda

Under item 9 New Business, A. Goodhart requested the addition of c) Budget Amendment and P. Tutsch asked that d) Harmony Arts Advisory Panel be added.

It was duly moved and seconded:

THAT the agenda be approved as amended.

**CARRIED**

#### 3. Adoption of Minutes

It was duly moved and seconded:

THAT the Minutes of the Library Board meeting held March 3, 2010 be adopted as circulated.

**CARRIED**

#### 4. Business Arising from Minutes

D. Hutchison Koep advised that the motion requesting approval for funding of a

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discovery layer will be deferred until the May meeting.

5. Correspondence

None

6. Report of the Director of Library Services

A. Goodhart highlighted a number of items in the Report. She also advised that the movie nights organized by the Teen Advisory Group have become very successful and are drawing larger numbers. There were 90 people in attendance at the March movie. If this trend continues, more staff may need to be hired to assist.

In addition, the Trustees expressed their appreciation for the all the hard work the staff did in organizing the Library's Olympic programming and added that they deserved a big thank-you. A. Goodhart specifically acknowledged Michelle Sproule, Community Relations Librarian, and the Youth Department for their efforts in making these events successful.

A. Goodhart advised the Board that on May 17 Council will be discussing the funding of the Library's budget items identified by Shape Architecture. Representatives from the company will be on hand to answer questions, however she also asked Trustees to attend as well for support.

7. Liaison Reports

a) InterLINK

S. Parrott reported that Jacqueline van Dyk, Director of the Public Library Services Branch, was in attendance and provided an overview of what her department does and its relationship with the province. A presentation on funding was also made at the meeting.

The BC Library Trustees Association asked InterLINK to provide financial support for their organization. The InterLINK Board voted against supporting them except in kind.

S. Parrott advised that May will be her last InterLINK meeting and R. Foucault would be taking over as the Library Board liaison. She thanked R. Foucault for her attendance at the meetings.

The Chair thanked S. Parrott for her report and for her work on the InterLINK Board over the years.

8. Committee Reports

a) Infrastructure/ Greening

A copy of the Infrastructure/ Greening Report and a copy of the Five Year Capital Plan projects recommended by Shape Architecture were distributed to the Board. R. Foucault reviewed the documents with the Trustees. The funding required for the 2010 projects have been approved by Council.

The Chair thanked R. Foucault for her report.

b) HR

H. Greenwood provided an update on the current status of the Director of Library Services job posting. The deadline was extended to April 16, 2010. The Committee will be meeting again on April 20.

The Chair thanked H. Greenwood for his report.

c) Finance

A comparison of the fine revenues between 2006 and 2009 was distributed to the Trustees. A. Goodhart has noted the reasons for the significant decrease at the bottom of the spreadsheet. There has been an increase in the 2010 fine revenues over the same period last year.

The Quarterly Financial Report for the period ending March 31, 2010 was also distributed to the Board. M. Bergen reviewed the revenues. She advised that the room rentals have not met expectations and that this may be due to competition from the new Community Centre or because of the Olympics. Grants are also down because of reduced provincial funding. Expenditures in some of the categories are high because annual contracts and subscriptions are paid at the beginning of the year.

Overall, there are no significant areas of concern and the year-to-date total for this quarter is as expected.

The Chair thanked M. Bergen for her report.

*S. Parrott excused herself from the meeting at 7:55 p.m.*

9. New Business

a) PLA Conference

M. Bergen provided an overview of the programs she and H. Greenwood attended. She highlighted the sessions on hiring a library director, getting a director's job and strategic library management. They both thought the

experience was extremely worthwhile and enjoyed meeting many interesting people as well as getting to know some of the staff better.

M. Bergen and H. Greenwood thanked the Board for allowing them to attend the Conference.

b) Joint Meeting of the North Shore Library Boards

The North Vancouver District Library Board Chair has requested that the joint meeting of the three North Shore Library Boards be postponed to October. A new date and time will be announced in due course. A topic of discussion is usually agreed upon in advance. If any of the Trustees have a specific subject they would like to talk about, please let A. Goodhart or her successor know. There will also be a tour of the North Vancouver City Library as well as a presentation on how their business has changed.

P. Tutsch suggested there should be a discussion amongst the Boards about collaboration, both now and in the future.

c) Budget Amendment

A. Goodhart presented the Trustees with a revised 2010 Project List requesting additional funding from the Coffee Shop rent to construct an office for the Deputy Director and to purchase replacement chairs for the West Wing carrels. A discussion ensued concerning the municipality's responsibility to pay for operational costs specifically with regards to the replacement of the chairs. T. Panz will refer the matter to the Mayor for direction. The Board approved the construction of the office.

Moved by: M.J. Campbell  
Seconded by: R. Foucault

THAT the WVML Board approves the funds for the construction of the Deputy Director's office from the Coffee Shop rent.

CARRIED  
Two Trustees voted in the negative.

In addition, A. Goodhart asked for clarification on all fund types and sources, not just the Coffee Shop rent. The Trustees agreed that the Infrastructure Committee would take on the task of developing a policy.

d) Harmony Arts Advisory Panel

The Chair asked for a volunteer to represent the Library Board on the

Harmony Arts Advisory Panel which is being re-instated. H. Greenwood, who was previously the Board's representative, agreed. A. Hamilton also expressed her interest in being on the Panel.

10. Public Questions

None

11. Date and Place of Next Meeting

Wednesday, May 19, 2010, Welsh Hall East

12. Adjournment

It was duly moved and seconded:

THAT the meeting be adjourned.

The meeting was adjourned at 9:02 p.m.

All documents distributed at the meeting are available for perusal upon request.