



WEST VANCOUVER MEMORIAL LIBRARY BOARD

MINUTES For the meeting of March 3, 2010 Welsh Hall East

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

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

1. Call to Order

The meeting was called to order at 7:07 p.m.

2. Approval of Agenda

The following amendments were requested:

- Under item 8 Liaison Reports, A. Hamilton added c) Foundation.
- Under item 9 Committee Reports, H. Greenwood requested the addition
a) HR, M. Bergen added b) Finance and P. Tutsch c) Committee Structures.
- Under item 10 New Business, A. Goodhart asked that b) Discovery Layer 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 January 20, 2010 be adopted as circulated.

CARRIED

4. Business Arising from Minutes

A question was raised regarding the status of the Lions Bay Ad Hoc Committee. A. Goodhart advised that she is currently gathering information before she convenes a meeting with the Committee.

5. Correspondence

None

6. Report of the Director of Library Services

A. Goodhart distributed a revised copy of the 2010 Project List to the Trustees. She asked the Board to approve an additional \$1,000.00 from the Coffee Shop revenues to cover the expenses for a Trustee and two employees to attend the BCLA/ BCLTA Conference being held in Penticton.

Moved by: H. Greenwood
Seconded by: F. Patterson

THAT the WVML Board approves an additional \$1,000.00, as specified in the 2010 Project List revised March 2010, to support staff and Board participation at the BCLA and BCLTA Conference being held outside the Lower Mainland.

CARRIED

A. Goodhart advised that the District's Balanced Scorecard D. Hutchison Koep reviewed with the Trustees at the January Director's Workshop has been given to Council to peruse. Each municipal department has been asked to create a separate Work Plan from the Scorecard indicating their specific strategies for 2010. A copy of the Library's 2010 Work Plan was distributed to the Board members for their feedback. D. Hutchison Koep will be discussing the Balanced Scorecard with the Library Department Heads on March 10. They will be using it as the basis for their departmental Work Plans. P. Tutsch added that it will also be used to develop the Library's new Strategic Plan.

7. Liaison Reports

a) InterLINK

S. Parrott reported that InterLINK held its Board elections at the last meeting and that the feedback on their Strategic Plan has been positive.

The InterLINK representatives also discussed the new fees for the BCLTA TOPs workshops and Surrey Public Library expressed a concern that they were not getting value for money and questioned the amount of funding VPL receives.

The Chair thanked S. Parrott for her report.

b) Friends of the Library

The 2009 Friends of the Library President's Report was included in the Trustee's e-package. F. Patterson recapped a few of the highlights. She also added that the next book sale is April 9 and 10.

The Chair thanked F. Patterson for her report.

c) Foundation

A. Hamilton reported that the Foundation is in the process of organizing the Mallet Masters Croquet Tournament and have again hired an event management company.

The annual Financial Reports are currently being prepared.

A new letter is in the process of being written for the Spring Ask which will be mailed April 15. A mail drop will be done April 22.

In addition, A. Hamilton thanked K. Farquharson for the donation to the Library from her mother.

The Chair thanked A. Hamilton for her report.

8. Committee Reports

a) HR

H. Greenwood provided an update on the current status of the Director of Library Services job posting. The closing date is April 12, 2010.

b) Finance

A draft of the 2009 Year-End Finance Report was distributed to the Trustees. M. Bergen explained the variances in the revenue which were significantly less than originally budgeted. The main reasons for this were due to the decrease in AV fines and the loss of room rental income because of the renovations. Administration costs were adjusted to offset the reduced revenue. Overall, the finances were well managed and the final total was under budget even with the unexpected expenses for the roof and boiler repairs.

c) Committee Structures

M. Bergen, H. Greenwood, S. Parrott and P. Tutsch reviewed the Committee and Liaison requirements for 2010 and appointed Board members that they thought best suited the assignment. A draft of the Committee and Liaison structures was distributed. P. Tutsch asked that he be contacted if anyone is unable to participate on their assigned Committee. He would like to finalize the structures within the next two weeks.

9. New Business

a) Joint Meeting of the North Shore Library Boards

A meeting of the three North Shore Library Boards has been arranged for Thursday, September 16, 2010 at the North Vancouver City Library.

b) Discovery Layer

D. Hutchison Koep provided an explanation of a discovery layer and demonstrated its use and capabilities. A discovery layer interface re-works public library catalogues so that they behave more like the websites the public is familiar with, such as Google and Facebook. The Library's IT Trends Committee is researching various products and talking to vendors. At the April Library Board meeting a motion will be presented requesting approval for funding of a discovery layer for our catalogue.

The Chair thanked D. Hutchison Koep for her presentation.

c) Foundation AGM

The Foundation AGM is scheduled for the latter part of March. P. Tutsch proposed a tentative date of Wednesday, March 31 at 6:00 p.m. He will confirm the date and time with the Foundation Chair and Treasurer.

10. Public Questions

None

11. Date and Place of Next Meeting

Wednesday, April 14, 2010, Welsh Hall East

12. Adjournment

It was duly moved and seconded:

THAT the meeting be adjourned.

The meeting was adjourned at 8:57 p.m.

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