

BURNABY PUBLIC LIBRARY BOARD

Minutes of a regular meeting held 2019 January 17 at 18:45h in the Third Floor Board Room at the Bob Prittie Metrotown Branch.

PRESENT: Lorraine Shore (Chair)
Surena Bains
Chris Dong
Ernie Kashima
Jeffrey Yu
Councillor Calendino

ALSO PRESENT: Beth Davies (Secretary)
Heidi Schiller
Linton Harrison
Sharon Notarrigo
Sarah Bjorknas
Lee Loftus (arrived at 18:55h)

REGRETS: Katy Alkins-Jang
Gene Blishen
Matt Foley

The Chief Librarian introduced Heidi Schiller, the new Assistant Director, Public Service, and introductions were made around the table.

1. Election of Officers

The Chief Librarian took the chair for the election of the Board Chair and declared the elections open.

Councillor Calendino nominated Lorraine Shore for the position of Chair of the Burnaby Public Library Board for the year 2019. Jeffrey Yu seconded this nomination. There being no further nominations, Lorraine was declared elected by acclamation.

Chris Dong was appointed the 2019 InterLINK Representative.

Election of the Vice Chair and InterLINK Alternate and committee appointments were deferred until the February meeting. Final decisions regarding 2019 committee appointments will be made no later than the March Board meeting.

2. Agenda

MOVED by Councillor Calendino
Seconded by Ernie Kashima

"That the agenda be received."

CARRIED

ACTION

3. Minutes

- i) **MOVED** by Councillor Calendino

“That the minutes of the regular meeting held 2018 December 13 be adopted as circulated.”

Seconded by Jeffrey Yu

CARRIED

- ii) **MOVED** by Councillor Calendino

“That the minutes of the Personnel Committee meeting held 2018 December 13 be adopted as circulated.”

Seconded by Lorraine Shore

CARRIED

4. Correspondence

MOVED by Ernie Kashima
Seconded by Surena Bains

“That the correspondence be received.”

CARRIED

5. Reports

- i) Council Liaison

City Council will make their committee appointments at their January 27 meeting.

6. Items Requiring a Decision

- i) InterLINK Provisional 2019 Budget

MOVED by Ernie Kashima

“That the Board direct its InterLINK Representative to vote in favour of the Provisional 2019 Budget.”

Seconded by Jeffrey Yu

CARRIED

7. Items for Information

- i) Year-End Snapshot of Activity Measures

The Chief Librarian spoke to the report, noting the following:

- Circulation was steady compared to 2017, following a declining trend – possibly aided by renovations in neighbouring systems.
- The number of library cards issued increased – likely due to removing barriers and adding new borrower card types.
- Room bookings by community groups increased significantly – following renovations, the Metrotown Branch now has three bookable rooms.

ii) Bans and Incidents in 2018

The Chief Librarian spoke to the report, noting the following:

- Although there were fewer overall incidents in 2018 compared to 2017, there was a higher number of longer bans – several due to repeat behaviour.
- In many situations, staff are able to de-escalate behaviour before an incident occurs – a result of specialized training that is refreshed every couple of years.

iii) Action Plan 2015-2018 Completion Report

The Chief Librarian briefed the Board on the items that were still ongoing.

iv) 2019 Operational Plan

The Chief Librarian shared the plan's priorities with the Board and noted that she will be meeting with staff over the next week for their input and feedback.

v) Impact of Fine and Fee Reduction in 2018

The Chief Librarian spoke to the report and noted that anecdotal evidence has shown that lowering fines and removing holds fees was a positive move.

vi) Management Changes

The Chief Librarian spoke to the report.

8. Report of the Chief Librarian

i) Marketing / Communications Consultant

The Chief Librarian reported that the Library has hired the services of a marketing/communications consultant. In addition to interviewing key staff, she has asked to interview a Board member. The Board Chair volunteered.

ii) Quarterly Report: 2018 October 1 to December 31

The Chief Librarian spoke to the report, noting the following highlights:

- The Children's Department continued to provide an assortment of technology programs, which were very popular.
- There were two much-appreciated First Nations storytelling sessions with Lisa Lewis that included a drumming song, a reading of her story *Tsunaxen's Journey*, and a canoe necklace craft.
- Librarians at the McGill Branch put on a puppet show version of *The King's Breakfast*, much to the delight of young patrons.
- Ongoing improvements to physical spaces continue, most notably at Cameron (children's shelving and furniture) and at McGill (teen space signage).

9. Adjournment

MOVED by Jeffrey Yu

"That the regular meeting adjourn and that the Board resolve itself

into an in camera meeting from which the public is excluded in order to consider a patron ban.”

Seconded by Ernie Kashima

CARRIED

The meeting adjourned at 19:38h.

Lorraine Shore (Chair)

Beth Davies (Secretary)

sn