

BURNABY PUBLIC LIBRARY BOARD

Minutes of a regular meeting held 2020 February 20 at 19:02h in the Third Floor Board Room at the Bob Prittie Metrotown Branch.

PRESENT: Jeffrey Yu (Chair)
Surena Bains
Chris Dong
Ernie Kashima
Lorraine Shore
Mandy Yang

ALSO PRESENT: Beth Davies (Secretary)
Trish Mau
Heidi Schiller
Lindsay Jang
Jorge Cardenas
Sharon Notarrigo
Sarah Bjorknas
Maja Suzberic

REGRETS: Gene Blishen
Matt Foley
Councillor Johnston

We would like to recognize we are on the ancestral and unceded homelands of the hən̓q̓əmiñəm and Skwxwú7mesh speaking peoples, and to extend appreciation for the opportunity to hold a meeting on this shared territory.

The Board Chair welcomed new Trustee Mandy Yang, and introductions were made around the table.

1. Agenda

MOVED by Ernie Kashima
Seconded by Lorraine Shore

"That the agenda be received."

CARRIED

2. Minutes

i) **MOVED** by Lorraine Shore

Seconded by Ernie Kashima

"That the minutes of the regular meeting held 2020 January 16 be adopted as circulated."

CARRIED

ACTION

ii) **MOVED** by Jeffrey Yu

“That the minutes of the Finance Committee meeting held 2019 October 17 be adopted as circulated.”

Seconded by Surena Bains

CARRIED

3. Reports

i) InterLINK Representative

At the next meeting, the InterLINK Representative will be voting in favour of the 2020 Budget, as directed by the BPL Board.

ii) Finance Committee

a) 2020 Annual Budget

The Finance and Administration Services Manager spoke to the Operating Budget, noting that a decrease in revenue to eliminate late fines is the most significant change.

MOVED by Surena Bains

“That the Board approve the 2020 Annual Operating Budget as presented.”

Seconded by Ernie Kashima

CARRIED

The Finance and Administrative Services Manager spoke to the Capital Budget, noting that the increased amount for materials in 2024 is in anticipation of the new Cameron Branch opening.

MOVED by Ernie Kashima

“That the Board approve the 2020-2024 Annual Capital Budget as presented.”

Seconded by Chris Dong

CARRIED

b) Library Endowment Fund

The Chief Librarian reported on the discussion at the Finance Committee meeting and the staff recommendation that broad priorities be brought to the October Finance Committee for discussion and recommendation, and then to the Board for decision. In addition, Committee members recommended that any single expenditure of more than 25% of the previous year’s interest income be brought to the Finance Committee for approval.

MOVED by Lorraine Shore

“That the Board establish an annual process for identifying endowment

fund spending priorities as recommended by the Finance Committee.”

Seconded by Surena Bains

CARRIED

4. Items Requiring a Decision

i) 2019 Provincial Grants

The Chief Librarian spoke to the report and asked for feedback from Trustees.

MOVED by Surena Bains

“That the Board endorse the 2019 Public Library Grants Report.”

Seconded by Lorraine Shore

CARRIED

ii) Library Board Meetings 2020

The Board Chair reported that both he and the Chief Librarian will be away in March and unable to attend the scheduled meeting. He also noted that the July meeting conflicts with a popular Burnaby event – the Giro de Burnaby.

MOVED by Ernie Kashima

“That the March Board meeting be cancelled, and that the July meeting go ahead, providing there is quorum.”

Seconded by Lorraine Shore

CARRIED

iii) Committee Appointments

Trustee Yang was appointed to the Finance Committee, joining Trustees Foley and Blishen. The Chief Librarian spoke to the roles and responsibilities of the remaining committees, which were appointed as follows:

Personnel Surena Bains, Chair
Ernie Kashima
Lorraine Shore

Planning & Advocacy Chris Dong
Ernie Kashima
Mandy Yang

The Board Chair will follow up with Trustees Blishen and Foley and with Councillor Johnston to determine which committee(s) they will serve on.

Board Chair

5. Items for Information

i) Public Service Staffing Model – Update

The Assistant Director, Public Service spoke to the report, providing a brief summary of the project's history and process, then responding to questions from the Board.

ii) SFU Centre for Dialogue Project

The Assistant Director, Public Service spoke to the report. The Chief Librarian noted that the report referred to a section from the former policy manual. The current applicable policy is C4 Use of Library Space by Outside Agencies.

MOVED by Lorraine Shore

“That the Board permit an SFU research team to survey participants of the Burnaby Climate Emergency Action Café programs and the Teen Pride Community Advisory Committee (PCAN) for a study on libraries acting as democratic conveners.”

Seconded by Ernie Kashima

CARRIED

iii) BCLTA Governance Workshop

The Board Chair spoke to the upcoming BCLTA workshop, asking that any Trustees who are interested in attending contact the Administrative Assistant for registration.

Trustees

iv) BCLA Conference / BCLTA Forum

The Chief Librarian spoke to the conference and forum, asking that any Trustees who are interested in attending either or both contact the Administrative Assistant for registration.

Trustees

6. Next Library Board Meeting

Because the March meeting is cancelled, the next Library Board meeting will be held on 2020 April 16 at the Bob Prittie Metrotown Branch.

7. Adjournment

MOVED by Ernie Kashima

“That the regular meeting adjourn and that the Board resolve itself into an in camera meeting from which the public is excluded to consider personnel matters.”

Seconded by Lorraine Shore

CARRIED

The meeting adjourned at 20:22h.

Jeffrey Yu (Chair)

Beth Davies (Secretary)

sn