

BURNABY PUBLIC LIBRARY BOARD

Minutes of a regular meeting held 2020 April 16 at 19:06h via Zoom.

PRESENT: Jeffrey Yu (Chair)
Gene Blishen
Surena Bains
Chris Dong
Matt Foley (joined at 19:25h)
Ernie Kashima
Lorraine Shore
Mandy Yang

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

REGRETS: 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.

1. Agenda

MOVED by Lorraine Shore
Seconded by Ernie Kashima

"That the agenda be received."

CARRIED

2. Minutes

i) **MOVED** by Ernie Kashima

Seconded by Surena Bains

"That the minutes of the regular meeting held 2020 February 20 be adopted as circulated."

CARRIED

ii) **MOVED** by Ernie Kashima

Seconded by Gene Blishen

"That the minutes of the Finance Committee meeting held 2020 February 18 be adopted as circulated."

CARRIED

ACTION

3. Reports

i) Board Chair

The Board Chair thanked the Trustees for being available to meet via Zoom and commented on how much has changed since the last regular meeting. The Board Chair affirmed that the health and safety of patrons, staff and Trustees is the Board's first priority during this time.

ii) InterLINK Representative

The InterLINK Representative reported on the March 31 meeting, which was held via Zoom:

- Audited Financial Statements for 2019 and the Provincial Grant Report were reviewed and approved.
- Reconciliation training is planned for September.
- The round table provided discussion on how the various library systems are dealing with operations during COVID-19.

4. Items Requiring a Decision

i) 2019 Financial Statements and Notes

The Board Chair noted that the financial statements are being brought directly to the Board as a whole, and not through the Finance Committee.

The Chief Librarian briefed the Board on the Statement of Financial Information (SOFI), which is required to be submitted to the Province by May 15. Although the cover report is not yet ready, the rest of the SOFI has been distributed for the Board's review. The Board agreed to go ahead with discussion on the statements and schedules.

The Finance and Administrative Services Manager spoke to the statements and schedules, noting the only item of financial significance was a substantial donation to the Endowment Fund.

MOVED by Gene Blishen

"That the Board approve the 2019 Financial Statements and Notes as presented."

Seconded by Matt Foley

CARRIED

5. Report of the Chief Librarian

i) Strategic Plan Report: First Quarter 2020

The Chief Librarian noted the following highlights:

- the work of the Teen Advisory Group, especially that of two members during the COVID-19 crisis
- the continuing work on planning the new Cameron Branch, including the holding

of several focus groups, one of which was for library staff

The Chief Librarian noted that the City's Emergency Operations Centre will start discussing recovery in the coming weeks. The Library will also begin to look at issues and processes that would need to be addressed with increased services.

The Chief Librarian also noted that she is working with the Web Coordinator to find ways to highlight current services and resources on the Library's main page of the website.

ii) Impact of COVID-19 on Library Operations

The Chief Librarian spoke to the impact the pandemic has had on Library operations, confirming that available mental health resources have been shared with employees. Supervisors are also being encouraged to regularly check in with their staff.

The CUPE 23 Library Division Chair commented that staff were very appreciative in receiving personal phone calls from managers to let them know whether or not they had been laid off.

6. Next Library Board Meeting

The next Library Board meeting is scheduled for 2020 May 21 and is expected to be held via Zoom.

7. Adjournment

MOVED by Lorraine Shore
Seconded by Matt Foley

"That the regular meeting adjourn."

CARRIED

The meeting adjourned at 20:00h.

Jeffrey Yu (Chair)

Beth Davies (Secretary)

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