

**BURNABY PUBLIC LIBRARY BOARD**

Minutes of a regular meeting held 2020 November 19 at 19:00h via Zoom.

PRESENT: Gene Blishen (Acting Chair)  
Surena Bains  
Chris Dong  
Matt Foley (arrived at 19:12h)  
Ernie Kashima  
Lorraine Shore  
Mandy Yang  
Councillor Johnston

ALSO PRESENT: Beth Davies (Secretary)  
Trish Mau  
Sharon Notarrigo  
Sarah Bjorknas  
Maja Suzberic

REGRETS: Jeffrey Yu

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

1. Agenda

**MOVED** by Ernie Kashima  
Seconded by Chris Dong

"That the agenda be received."

**CARRIED**

2. Minutes

**MOVED** by Lorraine Shore

"That the minutes of the regular meeting held 2020 October 15 be adopted as circulated."

Seconded by Chris Dong

**CARRIED**

**ACTION**

### 3. Reports

#### i) Council Liaison

The Council Liaison reported that the City is in process of looking at the 2021 budget.

#### ii) InterLINK Representative

The InterLINK Representative reported on a special Reconciliation-themed training session the InterLINK Board had on Indigenous culture and heritage.

### 4. Report of the Chief Librarian

#### i) COVID-19 and Library Operations

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

- Some online teen programs are being offered this month, and pilot virtual programs are being developed for early 2021.
- Supervisors are reviewing their departments to determine if any of their staff can work from home. This has already been arranged for a department where lots of staff have been sharing the same space.
- Eleven more staff have been recalled. Senior Clerks are working on a plan to recall the final four staff within the next couple of weeks.

The Chief Librarian updated the Board on developments since the report was prepared:

- A daily health check for all City staff has begun. Before entering a civic facility, staff must review a list of COVID-19 screening questions and sign their name (either on paper or virtually).
- A Provincial Health Order now requires masks in all indoor public spaces.
- In order to support the mental wellness of staff, a Canadian Mental Health program called “Not Myself Today” will be rolled out in January.

#### ii) Public Service Staffing Model

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

- Most Clerks have already completed the Information Clerk training in preparation for the launch of the new staffing model in January, with the rest of the full-time and part-time Clerks scheduled to finish by early December.
- Several information sessions for staff were held to share what the work of an Information Clerk will look like.
- Regular Librarians were invited to express their interest in any Librarian position in the new staffing model. At the end of the process to assign the positions, 21 out of the 25 Librarians received their first choice. Positions that remained vacant were posted internally and are in process of being shortlisted.
- Librarians will also be trained for their new roles, which includes mentoring and supporting the Information Clerks during the initial few months of the new model.
- Branches will plan around existing setups to aim for the single-service desk experience in the new staffing model. During this time, staff will try and determine exactly what modifications and construction will be needed.

5. Adjournment

**MOVED** by Ernie Kashima  
Seconded by Mandy Yang

“That the regular meeting adjourn.”

**CARRIED**

The meeting adjourned at 19:49h.

---

Gene Blishen (Acting Chair)

Beth Davies (Secretary)

sn