



**WEST VANCOUVER MEMORIAL LIBRARY BOARD**

**MINUTES  
For the meeting of  
February 20, 2019  
The Lab**

**Present:** J. Stirk [Chair], D. Carter E. Fiss, P. Lambur, K.R. Shimoda, T. Wachmann

**Regrets:** C. Garton, A. Krawczyk, A. Nimmons, J.A. Telford, F. Zhu

**Staff:** J. Benedict, L. Breen, S. Felkar, P. Cumming, S. Ozirny, M. Yule

**1. Call to Order**

The meeting was called to order at 6:09 p.m.

**2. Public Comments**

No members of the public were present.

**3. Closed Meeting**

Moved by: E. Fiss

Seconded by: D. Carter

THAT the WVML Library Board approve the exclusion of the public in order to hold a closed session.

CARRIED

The Board proceeded with the closed meeting at 6:10 p.m.

The Chair reconvened the February 20, 2019 regular meeting of the Library Board at 7:19 p.m.

**4. Approval of the Consent Agenda**

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It was duly moved and seconded:

THAT the Consent Agenda be approved as circulated.

CARRIED

5. Approval of Agenda

It was duly moved and seconded:

THAT the Agenda be approved as circulated.

CARRIED

6. Adoption of Minutes

Moved by: K.R. Shimoda

Seconded by: E. Fiss

THAT the Minutes of the Library Board meeting held January 16, 2019 be adopted.

CARRIED

7. Business Arising from Minutes

a) Foundation Participation in the 2021-2026 Strategic Plan Research Phase

A. Thompson, the Foundation Chair, has confirmed his participation on the Strategic Planning Working Group. The Foundation has also requested that they be provided with regular updates on the research.

b) Public Library Access to Digital Content

At the ALA Midwinter Conference, J. Benedict and S. Felkar had several conversations with digital content vendors. The vendors suggested that in addition to the awareness campaign, public libraries could consider educating authors on negotiating contractual rights. J. Benedict reported that she sent letters to publishers expressing concern about the limitations on access to digital audiobooks for public libraries, as well the elevated pricing and restrictive purchasing models for some e-books and digital audiobooks.

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8. Director

a) 2018 Operating Year End Report

J. Benedict presented the report and highlighted the areas of growing activity, namely program attendance, wireless sessions, virtual visits, downloads of digital content and enquiries.

b) 2018 Provincial Grant Report

Moved by: K.R. Shimoda  
Seconded by: D. Carter

THAT the WVML Library Board approve the 2018 Provincial Library Grant Report for submission to the Ministry of Education.

CARRIED

J. Benedict acknowledged P. Cumming, S. Ozirny and S. Felkar for their contributions to the writing of the report.

9. Governance

None

10. Strategy

a) 2018 Strategic Initiatives Year-End Progress Report

J. Benedict provided a review of the report. Despite staffing changes during the year, the majority of the initiatives have been completed. The 2018 Annual Community Report will highlight the significant accomplishments.

b) 2021-2026 Strategic Plan Research Phase

The onsite, online and outreach surveys will launch on February 25. J. Benedict encouraged the Trustees to promote the survey as widely as possible.

J. Benedict acknowledged S. Felkar, S. Kent and M. Yule for their planning and administration of the survey, as well as the support provided by P. Cumming and S. Ozirny.

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## 11. Finance

### 2019 Budget Update

The District's 2019 budget consultations are almost complete. Council will receive the results and discuss the proposed tax rate increase at the March 4 and 11 Council meetings. The 2019-2023 Financial Plan Bylaw is expected to be considered on April 1.

## 12. Community Relations

The Chair reminded the Trustees of two upcoming events at the Library. On February 22, the WVML Foundation is hosting the first West Vancouver Lantern Festival, an important Asian cultural tradition, and on February 23, Mayor Booth is staging her first "Meet the Mayor" event with a presentation on Council priorities.

## 13. Foundation

The Chair provided an update on behalf of C. Garton. The Foundation is currently working on four projects:

- Lantern Festival – February 22
- Donor Appreciation event – April 12
- Annual Fundraising Author event – October 22
- A video for sponsors and donors that highlights the work of the Foundation

The Foundation is currently recruiting for new Directors. The Chair asked the Trustees to think about potential candidates and recommend them to the Foundation Chair.

## 14. InterLINK

At the February InterLINK meeting, the members elected the 2019 Executive. K. R. Shimoda will continue as Treasurer. The 2019 Operating Budget was also adopted.

K. R. Shimoda provided an update on current activities. InterLINK is conducting a connectivity study to assess the options and challenges for improving internet service and to identify strategies for improving connectivity for individual, groups of, and/or all member public libraries.

The terms of delivery for the LLEAD professional development program is under review, however, the program is expected to be offered in the fall.

15. Correspondence

None

16. Date of Next Meeting

Wednesday, April 17, 2019, 6:00 p.m.


17. Adjournment

It was duly moved and seconded:

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:09 p.m.

  
**CHAIR**  
**West Vancouver**  
**Memorial Library Board**

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