



WEST VANCOUVER MEMORIAL LIBRARY BOARD

MINUTES

February 15, 2023, 6:30 p.m.

Welsh Hall

Present: T. Wachmann [Chair], C. Garton, P. Cottier, D. Diedericks, B. Hafizi, A. Krawczyk
A. Nimmons, S. Sanajou, R. Shimoda, S. Thompson, L. Yu

Staff: S. Hall, S. Barton-Bridges, S. Dale

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Approval of Agenda

The following amendment was made to the agenda:

- Remove the 2023 Budget Book Narrative Library from the consent agenda.

Moved by: S. Thompson

Seconded by: R. Shimoda

THAT the Agenda be approved as amended.

CARRIED

3. Approval of Consent Agenda

Moved by: P. Cottier

Seconded by: C. Garton

THAT the Consent Agenda be approved.

CARRIED

4. Business Arising from Minutes

None.

5. Director

a) Update

S. Hall provided an update on the Director's report. Please see report attached.

S. Hall thanked T. Wachmann for attending the All Staff meeting on February, 8, 2023. It was a good opportunity for staff to meet her as the new Chair of the Board and was very much appreciated.

C. Garton spoke to the success of the Robbie & Rabbits: Celebrating Burns Night and Lunar New Year on January 25, 2023. She thanked all Trustees that attended commenting that it felt like a positive cultural fusion.

b) Q4 Director's Report

S. Hall provided an overview on the Q4 Director's report and thanked Communications for their hard work.

c) Provincial Libraries Grant Report 2022

S. Hall advised that the annual grant report is a required element for receiving provincial funding.

The Board suggested submitting the four quarterly reports from last year and the current year business plan to the branch as addendums.

Moved by: C. Garton

Seconded by: B. Hafizi

THAT the Board approve the grant report for submission as amended.

CARRIED

6. Governance

a) Consideration of an Ad Hoc Policy Working Group

S. Hall mentioned that there may be some legislation changes this year and it would be beneficial to form an Ad Hoc Policy Working Group to review the Board Policy manual and update the Code of Conduct.

C. Garton, A. Krawczyk, and T. Wachmann expressed interest in joining the committee. Trustees that are interested were encouraged to sent T. Wachmann an email.

Moved by: R. Shimoda

Seconded by: B. Hafizi

THAT an Ad Hoc Policy Working Group be established.

7. Strategy

None.

8. Finance

P. Cottier advised that that there will likely be only a small surplus for the 2022 budget. The 2022 Year End Finance report will be prepared once the accounts have closed and will be provided to the Board at the April meeting.

9. Infrastructure Committee

D. Diedericks reported on the following projects:

- The new Recording Studio is ongoing due to delays and is expected to open in June; and,
- Dampers have been added to cooling system.

T. Wachmann mentioned that she had a tour of the Recording Studio after the All Staff meeting and commented that it is going to be fantastic.

10. Engagement Committee

C. Garton noted that the Community Relations Opportunity calendar is now a live document in SharePoint and thanked trustees for signing up for the events they are interesting in attending.

C. Garton spoke to the success of the Library tour for Council and highlighted that S. Hall will present at the February 27, 2023 Council meeting and encouraged Trustees to attend to show their support.

C. Garton noted that the Engagement Committee will be meeting in February to assign Trustees to Councillors for coffee and follow up discussions. If Trustees have a preference, please contact C. Garton. Discussion ensued regarding the importance of key messaging.

T. Wachmann advised that an email from BCLTA was sent and encouraged the Board to attend these workshops. She spoke to the importance of networking and collaboration opportunities.

11. Council Update

S. Thompson provided an update highlighting the following:

- Thanked staff for providing Council with a tour of the Library;

- Spoke to meet your MLA's on January 30, 2023;
- The new District website launched and they are welcoming feedback; and,
- The Rotary Club of West Vancouver Sunrise is coordinating a ShelterBox Fundraiser for those effected by the Earth Quakes in Turkey from February 17- 20, 2023.

12. New Business

S. Hall mentioned that the Board & Foundation social will be held on Friday, March 17, 2023 in the Story House. The Board agreed that it would also be nice to have a social in the summer when more Senior Team staff are able to attend.

T. Wachmann thanked the outgoing Chair and Vice-Chair, A. Nimmons and C. Garton, for all their hard work and presented them with flowers. They both thanked the Board and staff noting that it was their pleasure.

13. Date of Next Meeting

Wednesday, April 19, 2023, 7 p.m.

14. Adjournment

Moved by: A. Nimmons

Seconded by: P. Cottier

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:31 p.m.

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



Tracy Wachmann
Chair, West Vancouver Memorial Library Board