



ITEM #275

MINUTES of the Regular meeting of the Coquitlam Public Library Board held on Wednesday, September 23, 2015, in the Board Room, Coquitlam Public Library, 1169 Pinetree Way, Coquitlam, BC

Present: Jack Trumley, Chair Alice Hale, Vice Chair
Brian McBride, Treasurer Erin Adams – Trustee
Naresh Sahota, Trustee Kelly Zimmer - Trustee

Also Present: Todd Gnissios, Director
Silvana Harwood, Deputy Director
Anthea Goffe, Manager Community Services
Sandra Haluk - Administrative Assistant / Minute Taker

Regrets: Sandra Hochstein, Trustee
Matt Djonlic, Trustee
Councillor Asmundson

Guest Speaker: Lynn Jones, Inter-Library Loans, Adult Services

CALLED TO ORDER

Jack Trumley, Chair called the meeting to order at 6:05 pm

Item 75 6:05 pm – 6:15 pm Lynn Jones, Interlibrary Loans/Holds Clerk - Inter-library loans presentation

Late addition to Agenda – Item 857 Request for multi-date room booking

Item 200 Approval of Agenda

Approval of Agenda

#41 - Moved by Trustee Hale
- Seconded by Trustee Adams

THAT the agenda be received

carried

APPROVAL OF MINUTES

Item 275 Approval of the Minutes of the June 24, 2015 meeting

#42 - Moved by Trustee McBride

- Seconded by Trustee Sahota

THAT the minutes of the June 24, 2015 meeting be approved

carried

Item 276 Approval of the Special Minutes of the August 19, 2015 meeting

#43 - Moved by Trustee Zimmer
- Seconded by Trustee Adams

THAT the minutes of the August 19, 2015 meeting be approved

carried

Item 280 Action Issue Log 2015 – received and reviewed log
- EEC Art Wall agreement – At this time Evergreen is not interested and moving in different direction. Exploring options with Place Des Arts

CONSENT AGENDA

Approval of the Consent Agenda

Approve Consent Agenda

#44 - Moved by Trustee Hale
- Seconded by Trustee Adams

THAT the consent agenda be received

carried

Item 300 Documents & Reports

Item 301 Chamber of Commerce – Congratulations for on-going support – received
Item 302 Park Georgia Realty Ltd. – Donation – received
Item 303 CoC Cultural Group Funding Policy – received
Item 304 CoC Multiculturalism Advisory Committee – received
Item 305 CoC Poirier Area Master Planning - received
- Advisory only

Item 350 Publications/Newsletters

Item 351 Municipal World, September 2015 excerpt – received

Item 400 Committee Minutes/Reports

Item 405 Planning Committee updated – Item 802 verbal report - received

Item 500 Other Meeting and Representative Reports

Item 501 InterLINK – Director Gnissios
- InterLINK Strategic Planning update – process, structure, governance review
- Undergoing complete reorganization; bridge services across libraries, operate as one unit.
- Looking at all the services provided – facing challenges ahead

Item 502 BCLTA – Chair Trumley
- Undergoing changes: New Executive and Board

Item 503 City of Coquitlam Arts & Culture Committee Report – Trustee Hale
- No report – next meeting in November

End of Consent Agenda

Item 600 Friends of CPL – Director Gniissios
- AGM September 19, 2015 results and election outcome
- Strategic Planning in the new year (2016)
- Goals: Fundraising, Recruiting new members and working with the Board
- Next event: Bridge Tournament, November 15
- Meetings held 3rd Saturday of the month at alternate locations (Poirier & City Centre branches)

Item 625 Council Report – City Councillor, Trustee Asmundson – no report

Item 700 Library Board Director’s Report (Director Gniissios)

Item 701 Director’s Report - received

Highlights:

- Innovation Hub – soft launch in July was attended by approximately 30 people
- Innovation Hub – programming started with staff available twice a week
- CUPEBC conducted a library worker health & safety survey in several local cities – no details to date
- Lynda.com online training & education tool implemented for both in-library and home use
- Summer story time were up markedly – extremely successful
- Express Movie collection implemented – very high circulation
- October 8 – RCMP Community Police will be meeting with staff on mental health issues/process

Item 704 Financials (Director Gniissios)

Item 704.1 Statement of Financial Activities as at June 30, July 31 & August 31, 2015
– received and reviewed August in detail

Item 704.2 Financial Position as at June 30, July 31 & August 31, 2015
– received and reviewed Augusts in detail

Item 704.3 Statement on Book Bus as at June 30, July 31 & August 31, 2015
– received and reviewed

Item 704.4 Coquitlam Foundation – CPL Living Legacy Fund Statement
- received and discussed potential disbursement of interest funds

ACTION ITEM: Tabled for future discussion in the new year

ITEMS FOR DISCUSSION AND/OR DECISION

Item 800 Old Business

- Item 801 Annual Report – Director Gnissios
- distributed final Annual Report
 - September 28 – presentation to City Council-In-Committee meeting

- Item 802 Planning and Development Committee Standing Report – verbal report by Trustee Hale & Director)
- Committee meeting to commence after Regular Board meeting
 - Discuss/progress of survey and survey results (Environics and In-house Survey complete)

Item 850 New Business

- Item 851 Policy – Innovation Hub – Director Gnissios
- Policy received and presented for approval

- #45**
- Moved by Trustee Hale
 - Seconded by Trustee Zimmer

THAT the CPL Board approve policy 3.09 Innovation Hub as presented

carried

- Item 852 Public Program Inventory – Director Gnissios
- Library program inventory document received and presented for information only – snapshot in time covering one period of programming over approximately 6 months
 - Report was created at the request of the Arts & Culture Master Plan consultants
 - TBD – Trustee Zimmer, Chair Trumley & Director Gnissios discussed sharing document with SD43 at the November meeting

- Item 853 Holiday Hours – Director Gnissios
- Received and presented the 2015/16 Coquitlam Public Library branches Christmas & New Year Holiday hours

- Item 854 Trustee Recruitment Committee – Director Gnissios
- Received and reviewed document

The following are eligible to establish a Trustee Recruitment Committee to conduct interviews of candidates: Trustees Trumley, Hale and Zimmer

- #46**
- Moved by Trustee Hale
 - Seconded by Trustee McBride

THAT the CPL Board establish an adhoc Trustee Recruitment Committee to interview and recommend the required number of candidates to the City Council for appointment as Library Trustees for 2016 year; further the committee shall have up to three members, who will review applications and interview prospective candidates in person, or by phone; the Committee will make

recommendations on preferred candidates to the Board and the Director will submit the recommended candidates to City Council by the deadline

carried

Item 855 Board Christmas Dinner – Director Gniissios
- Received document and discussed preferred date and location

#47 - Moved by Trustee Trumley
- Seconded by Trustee Sahota

THAT the CPL Board invite all Trustees and Management staff to the Board Christmas Dinner and cover all costs including beverages

carried

Item 856 Director conflict with November Board meeting – Director Gniissios

CPL Board agreed to modify date. Director Gniissios will send an email survey to determine best alternate date for November Board meeting – TBD.

Item 857 Request for Multi-date room booking – Director Gniissios
- Received and reviewed document for additional dates exceeding the number allowed in the policy

#48 - Moved by Trustee Zimmer
- Seconded by Trustee Adams

THAT the CPL Board approve the request for additional room bookings as presented

carried

Moved in-camera at 8:03 pm

Item 900 In-Camera

Item 901 Labour Relations matter

Moved out of in-camera at 8:08 pm

ADJOURNMENT

Motion to adjourn – Trustee Zimmer
Regular Board Meeting adjourned at 8:09 pm

Todd Gnissios, Director
Secretary of the Board

Jack Trumley, Chair

Date Signed: _____

Date Signed: _____

Minutes taken by Sandra Haluk,
Administrative Assistant

THE NEXT REGULAR BOARD MEETING
6:00 PM
October 28, 2015
Board Room
Coquitlam Public Library – Poirier Branch
575 Poirier Street, Coquitlam, BC V3J 6A9