

Item 05-01

MINUTES of the Regular meeting of the Coquitlam Public Library Board held on Wednesday, October 25, 2017 in the Board Room, Coquitlam Public Library, 575 Poirier Street, Coquitlam, BC

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| Present: | Erin Adams, Trustee | Matt Djonlic, Trustee |
|  | Julie Fisher, Trustee | Alice Hale, Chair |
|  | Sandra Hochstein, Trustee | Brian McBride, Treasurer |
|  | Naresh Sahota, Vice Chair | Dave Whelan, Trustee |
|  | Bonita Zarrillo, Councillor/Trustee  |  |

Also Present: Todd Gnissios, Executive Director

 Silvana Harwood, Deputy Director & Director, Technologies

 Anthea Goffe, Director, Community Engagement

 Maryn Ashdown, Director, Customer Experiences

 Sandra Haluk, Office Manager (minute taker)

**CALLED TO ORDER**

1. **Item Call to Order**

**# 76** THAT the meeting be called to order

* **Moved by Trustee Whelan**
* **Seconded by Trustee Djonlic**

 **carried**

Alice Hale, Chair called the meeting to order at 6:02 pm

1. **Item Approval of Agenda**

**#77** THAT the Agenda be received

* **Moved by Trustee Djonlic**
* **Seconded by Trustee Hochstein**

 **carried**

**Approval of Consent Agenda**

**Items received**

1. **Item Documents, Reports, Correspondence**

 03-01 City of Coquitlam Cultural Summit, November 4, 2017

 03-02 Call for Library Board Volunteers

 03-03 Updated Library Trustee Contact Sheet

 03-04 Board Christmas Dinner – confirmed dates

 03-05 Legislature Hansard Excerpt, Estimates, question on library funding

1. **Item Publications/Newsletters**

None

1. **Item Board Minutes, Committees & Reports**

05-01 Regular Board Meeting Minutes, September 27, 2017

 05-02 Action & Issue Log

1. **Item Other Meeting and Representative Reports**

06-01 BCLTA Board Brief, October 2017

**#78** THAT the Consent Agenda be received

* **Moved by Trustee Sahota**
* **Seconded by Trustee Adams**

 **carried**

1. **Item Action items arising from Consent Agenda**

None

1. **Item InterLINK Board Report – Trustee Hochstein**
* No meeting

1. **Item Friends of the CPL – Trustee Whelan**
* AGM - Saturday, September 30, 2017. No change to Board Directors
* Trivia Night Fundraiser - discussions will begin next meeting.
* Moved a motion to donate to the Library’s Canada 150
* Will be re-looking at Bridge Tournament fundraiser in 2018
* Exploring other fundraising opportunities
1. **Item Council Report – City Councillor/Trustee Zarrillo**
* City is embarking on ‘Youth Strategy’
* Fraser Mills – development plan under further review and includes access to waterfront
* Rainbow Crosswalk approved - Burlington Drive by City Hall
* SD43 secured a Longhouse (20’ x 20’) – location to be determined
1. **Item Director’s Report**

In addition to written report received:

* Met with a Senior Manager in City Facilities to discuss options for the possible re-assignment of the Evergreen Project ‘City’ office space at City Centre
* Met with Councillor Wilson regarding accessibility concerns (‘Lift’ to the mezzanine) – Councillor Wilson following up with the City’s Accessibility Committee
* Thank you to our Technical Services & Collections Staff - weeding efforts and processing new materials has shown an increase in circulation.
1. **Item Financials - Received**

12-01 Financials [activities, position & Library Link] ended September 2017

 12-02 Financials [activities, position & Library Link] ended September 2017

 12-03 Financials [activities, position & Library Link] ended September 2017

In addition: Retro and re-classification wages will impact 2018 budget

**#79** THAT the CPL Board accepts Financials as presented

* **Moved by Trustee Djonlic**
* **Seconded by Trustee Sahota**

 **carried**

**ITEMS FOR DISCUSSION AND/OR DECISION**

 **New Business**

1. Item 2017 Poppy Campaign

Letter received requesting authorization to sell poppies at both branches

**#80** THAT the CPL Board accepts the request of the 2017 Poppy Campaign as presented

* **Moved by Trustee Hochstein**
* **Seconded by Trustee Adams**

 **carried**

1. Item CFLA Executive Director’s Report

 Received report dated September 21, 2017

* Previously incarnation was CLA – new Federation: CFLA (Canadian Federation of Library Association) has taken on national advocacy work of libraries
* All future issues of report will be provided in the Consent Agenda

**Old Business**

 None

**In-Camera Items**

**#81** THAT the CPL Board moves in-camera

* **Moved by Trustee Fisher**
* **Seconded by Trustee Whelan**

 **carried**

*Moved in camera at 6:45 pm*

15 Item Grievance/Arbitration – Award (documents public, discussion in-camera)

Councillor/Trustee Zarrillo left the meeting at 7:00 pm

*Moved out of in-camera at 7:03 pm*

**#82** THAT the CPL Board moves out of in-camera

* **Moved by Trustee Hochstein**
* **Seconded by Trustee Adams**

 **carried**

**16 Item Adjournment**

**#83** Motion to adjourn

* **Moved by Trustee Hochstein**
* **Seconded by Trustee Djonlic**

 **carried**

Adjourned at 7:03 pm

Todd Gnissios, Director Alice Hale, Chair

Secretary to the Board Library Board

Date Signed:

Date Signed:

Minutes taken by Sandra Haluk, Office Manager

**THE NEXT REGULAR BOARD MEETING**

**6:00 PM**

**November 22, 2017**

**Board Room**

**Coquitlam Public Library – City Centre Branch, 1169 Pinetree Way, Coquitlam, BC**