



*The Mission of the Coquitlam Public Library
is to engage its diverse community through
creativity, discovery, and knowledge*

MINUTES of the Regular Meeting of the Coquitlam Public Library Board held on Wednesday, October 28, 2020 via videoconference, Coquitlam, BC

In attendance

Alice Hale, Chair

Erin Adams, Vice Chair

Brian McBride, Treasurer

Matt Djonlic, Trustee

Julie Fisher, Trustee

Natasha Knox, Trustee

Dave Whelan, Trustee

Chris Wilson, Councillor

Also Present

Todd Gnissios, Executive Director

Anthea Goffe, Deputy Director & Director Community Engagement

Ryan Jamieson, Director Services and Facilities

Lily Vukasovic, Office Manager (minute taker)

Regrets: Steve Leung, Trustee

Observer: None

CALLED TO ORDER

01 Item Call to Order at 5:46 pm

- The Chair opened the meeting and confirmed that the Board meeting was being held by Zoom due to the ongoing Covid crisis and is not being recorded but remains open to the public to attend as an observer on Zoom

#01 THAT call to order is approved

- **Moved by Trustee Whelan**
- **Moved by Trustee Djonlic** **carried**

02 Item Truth and Reconciliation Statement:

"We acknowledge that Coquitlam Public Library provides service on the unceded traditional territory of the Kwikwetlem First Nation, which lies within the shared territories of the Tsleil-Waututh, Katzie, Musqueam, Qayqayt, Squamish and Sto':lo Nations"

03 Item Approval of Agenda

- #02 THAT agenda be approved**
- **Moved by Trustee Knox**
 - **Seconded by Trustee Djonlic**
- carried**
- 04 Item Motion to Move In-Camera at 5:48 pm
- #03 THAT the meeting is moved in-camera 5:48 pm**
- **Moved by Trustee Whelan**
 - **Seconded by Trustee Wilson**
- carried**
- 05 Item Recruitment Update
- 06 Item Labour Relations Update
- 07 Item Development Committee – ED Update from City design charrette
- 08 Item IN CAMERA (BOARD ONLY) at 6:20 pm
- 09 Item Hr Committee Update
- 10 Item Advocacy Committee Update
- 11 Item Proposal – Committee advisory representatives
- 12 Item Motion to Move Out Of In-Camera
- #04 THAT meeting is moved out of in-camera at 6:59 pm**
- **Moved by Trustee Wilson**
 - **Seconded by Trustee Adams**
- carried**
- #05 That board approves HR committee 2021 ED Salary recommendations**
- **Moved by Trustee Adams**
 - **Seconded by Trustee McBride**
- carried**
- #06 That board approves HR committee recommendation for ED vehicle allowance**
- **Moved by Trustee McBride**
 - **Seconded by Trustee Adams**
- carried**
- PRIORITIES**
- 13 Item City Council Financial Plan Presentation messaging
- High level review of messaging; critical talking points will be touched
 - Collections is a major priority and will be highlighted as an ongoing need
- REGULAR AGENDA**
- 14 Item For Approval: 1.03.006 Anti-Racism and Social Equity Policy – Adhoc Committee
- Formatted as a Policy; to be worked into our strategic plan
- #03 THAT Policy 1.03.006 – CPL Statement on Anti Racism and Social Equity be approved**
- **Moved by Trustee Adams**
 - **Seconded by Trustee Whelan**
- carried**

- 15 Item Notice of Motions: Year End Financial Adjustments, November Board Meeting
- 16 Item Fines Free Libraries – Trends & Considerations Report
#04 That Board receives this report and at this time CPL continues to not charge overdue fines on any materials until at least March 1, 2021.
- **Moved by Trustee McBride**
 - **Seconded by Trustee Knox** carried
- 17 Item Facilities Operating Agreements – Extension 2021 – For approval
#05 The Coquitlam Public Library Board approves extending the current Building Operating Agreements for City Centre Branch Library and the Poirier Branch Library until December 31, 2021, and authorizes the Executive Director to sign on the Board’s behalf
- **Moved by Trustee Whelan**
 - **Seconded by Trustee Djonlic** carried

CONSENT AGENDA

- 18 Item Board Minutes, Committees & Reports
- 19 Item Regular Board Minutes, July 22, 2020
- 20 Item Action Issue Log 2020
- 21 Item HR Committee – Oct 23, 2020 [no minutes]
- 22 Item Executive Director’s Monthly Report**
- 23 Item Executive Director’s Monthly Report Sept’20
- 24 Item Executive Director’s Quarterly Expense Report – no expenses to report
- 25 Item Financials to August 2020
- 26 Item Financials – Living Legacy Fund Statement to June 2020
- 27 Item Cash Projections to September’20
- 28 Item 2020 Budget – year end projections
- 29 Item COVID Expenses to Oct’20 – update
- 30 Item Collections Project – update
- 31 Item Furniture Project - update
- 32 Item Other Meeting and Representative Reports**
- 33 Item Cultural Services Advisory Committee Representative [no meeting]
- 34 Item Friends of the Library – Representative Report [no meeting]
- 35 Item InterLINK Board Representative – September 29’20
- 36 Item Documents, Reports, Correspondence**
- 37 Item BCLTA Bulletin October’20
- 38 Item Press Release Oct 6’20 – Hygiene Dispensers

39 Item COVID Parking Lot Items – tabled until further notice

40 Item City/Library Board Planning

41 Item Library Link Update

42 Item City Council Social Event

43 Item Action Items Arising From Consent Agenda

#08 THAT the consent agenda be accepted

- **Moved by Trustee Adams**
- **Seconded by Trustee Wilson**

carried

44 Item Council Report – City Councillor Chris Wilson – verbal report

- Will advise if finance budgets meetings will be open to the public
 - Oct 28/29 departmental presentations and are open to the public
 - Nov 5 – cultural presentations
 - Nov 19/20 – making decisions

45 Item Adjournment 8:00 pm

#09 THAT meeting be adjourned

- **Moved by Trustee Wilson**
- **Seconded by Trustee Adams**

carried

Adjourned at 8:00 pm



Todd Gnissios, Secretary to the Board



Alice Hale, Chair Library Board

Date Signed: JAN 18/21

Date Signed: FEB. 17/21

Next Regular Board meeting:
Wednesday November 25, 2020
VIDEOCONFERENCE
COQUITLAM, BC
Meeting 5:45 pm