



*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, February 24, 2021 via videoconference, Coquitlam, BC

Present: Erin Adams, Chair
Natasha Knox, Vice-Chair
Dave Whelan, Treasurer
Matt Djonlic, Trustee
Julie Fisher, Trustee
Monica Heir, Trustee
Steve Leung, Trustee
Dennis Marsden, Trustee
Kimberly Sivak, Trustee

Also Present: Todd Gnissios, Executive Director
Anthea Goffe, Deputy Director & Director Community Engagement
Ryan Jamieson, Director Customer Experiences and Facilities
Lily Vukasovic, Office Manager (minute taker)

Regrets: none

Observers: Jeannine Silvestrone [joined meeting at 7:27 pm]

CALLED TO ORDER

01 Item Call to Order

Chair Adams called the meeting to order at 6:15 pm

02 Item Approval of Agenda

#01 THAT agenda be approved

- **Moved by Trustee Fisher**
- **Seconded by Trustee Marsden** **carried**

03 Item Land Acknowledgement (standing item)

04 Item Board Elections for 2021: Ratification of Appointments Made at the Retreat

Board Committees

1. Advocacy – Standing (Trustees Whelan, Fisher, and Djonlic) plus Chair Adams
2. Development – Standing (Trustees Sivak, Marsden, Djonlic) plus Chair Adams
3. Strategic Planning – Adhoc (Trustees Adams, Knox, Heir and Marsden)

Election of Board Representatives & Alternates

1. InterLINK Representative & Alternate (Trustee Fisher, Alt. Sivak)
2. BCLTA Representative – ED Gnissios

3. Friends of the Library Representative (deferred until meetings restart)

- #02 THAT the CPL Board ratifies the 2021 committee and representative assignments as appointed at the February 6, 2021 Board Retreat**
- Moved by Trustee Leung
 - Seconded by Trustee Fisher carried

05 Item Motion to Move In-Camera

- #03 THAT the CPL Board move in-camera**
- Moved by Trustee Marsden
 - Seconded by Trustee Leung carried

Moved in-camera at 6:16 pm

- 06 Item Recruitment Update
07 Item Labour Relations Update
08 Item CSRP Grants – Update

- #04 That the Executive Director modify the unfunded CSRP grant projects for budgetary capacity and pursue Virtual Programming, Poirier Outdoor Programming Space and the Pop-Up Library projects**
- Moved by Trustee Fisher
 - Seconded by Trustee Whelan carried

09 Item HR Executive Benefits Policies (Board and ED)

- #05 THAT the CPL Board approve the policies as presented**
- Moved by Trustee Whelan
 - Seconded by Trustee Fisher carried

#06 THAT the CPL Board move in-camera without staff

- 12 Item HR Committee Update
13 Item Motion to Move Out of In-Camera

- #07 THAT the Board move out of in-camera**
- Moved by Trustee Fisher
 - Seconded Trustee Heir carried

Moved out of in-camera at 7:13 pm

- 14 Item **Priorities**
15 Item Fines Free Report [Decision Document]

Motion 1: Option X, continue fine free status until the end of 2021

- #08 THAT the Board receives the *Fine Free Libraries – Trends, Considerations & Recommendations* report, and that CPL continues to not charge overdue fines on any materials until at least January 1, 2022, and that the Board authorizes the use of Operating Reserves to cover any budget shortfall as a result of this action**

- Moved by Trustee Sivak
- Seconded Trustee Leung carried

[Guest: Jeannine Silvestrone joined at 7:27 pm]

Motion 2: Option A: Reinstate fines on a reduced basis on January 1, 2022

#09 THAT the Coquitlam Public Library Board approve the following to take effect on January 1, 2022

- Resume overdue fines on adult materials at the rate of \$0.35 per day
- Resume overdue fines on specialty/high demand items at the rate of \$1.00 per day
- Eliminate fines on teen materials
- Lower the maximum fine amount per item from \$10 to \$5

- Moved by Trustee Whelan
- Seconded Trustee Fisher defeated

- Board would like to better understand the City's position on a library fine free model as the year progresses before considering this motion
- The impact the loss of this revenue stream will have

#10 THAT the Coquitlam Public Library Board revisit this motion at the May Board Meeting

- Moved by Trustee Djonlic
- Seconded Trustee Sivak carried

16 Item CVRIS Grant for Poirier Entrance Improvements [Decision Document]

#11 Motion that the Library staff submit an application for grant funding for the CPL – Poirier Branch Entrance Improvements through the *Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream*; and THAT the Library Board supports the project and commits to any associated ineligible costs and cost overruns

- Moved by Trustee Sivak
- Seconded by Trustee Whelan carried

17 Item Approve Committee Priority Assignments

#12 Motion that the Library Board receives and approves the priorities and committee assignments for the 2021 Library Board

- Moved by Trustee Whelan
- Seconded by Trustee Heir carried

18 Item Regular Business [none]

CONSENT AGENDA

- 19. Board Minutes, Committees & Reports:
- 20. Regular Board Meeting Minutes, January 14, 2021
- 21. 2021 – Action Issue Log

22. 2021 – Annual Meeting & Reporting Schedule [revised Feb'21]
23. Executive Committee, Wednesday, February 10, 2021 (no minutes)
24. HR Committee, Wednesday, February 17, 2021 (no minutes)
25. Board Retreat Notes (February 6, 2021) – Retreat notes will be laydown
26. Advocacy Committee (February 22, 2021)
27. Development Committee (date TBD) – Facilities document will be laydown

- 28. Executive Director's Monthly Reports**
29. Executive Director Report – February 2021
30. Library Action Plan 2021 – Strategic Plan Update
31. Financials to December 2020 [tabled, will come as audited financials]
32. Statistics Report 2020
33. Report – City Centre Parking Lot Temporary Security

- 34. Other Meeting and Representative Reports**
35. Cultural Services Advisory Committee Representative [February 11, 2021]
36. InterLINK Representative Report (no report)
37. Friends Representative Report (on hiatus)

- 38. Documents, Reports, Correspondence:**
39. BCLTA Bulletin February'21 [LINK](#)

#13 Motion to approve the consent agenda

- Moved by Trustee Heir
- Seconded by Chair Adams

carried

46 Item Action Items Arising from Consent Agenda [none]

47 Item Council Report – City Councillor/Trustee – verbal report

- Focus has been on general day to day operations; keeping safe; following Provincial Health Orders

48 Item Adjournment at 7:55 pm

#14 Motion to adjourn

- Moved by Trustee Djonlic
- Seconded by Trustee Fisher

carried

Adjourned at 7:55 pm



Todd Gnissios, Secretary to the Board

Erin Adams

Digitally signed by Erin Adams
Date: 2021.06.15 12:50:17
-07'00'

Erin Adams, Chair Library Board

Date Signed: JUN 25/21

Date Signed: _____

Next Regular Board Meeting:
Wednesday, March 24, 2021
5:45 pm Meeting
Via videoconference

