



*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,  
May 26, 2021 via videoconference, Coquitlam, BC

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

Also Present: Todd Gnissios, Executive Director  
Ryan Jamieson, Director Customer Experiences and Facilities [joined at 6:33 pm]  
Lily Vukasovic, Office Manager (minute taker)

Regrets: Anthea Goffe, Deputy Director & Director Community Engagement

Observers: Jay Peters, Manager, Marketing & Communications  
Andrea Yuill, Programming Assistant  
Donna Clark-MacMurchy, Programming Assistant

#### **CALLED TO ORDER**

**01 Item Call to Order**  
Chair Adams called the meeting to order at 6:19 pm

**02 Item Approval of Agenda**

- #01 THAT agenda be approved**
- **Moved by Trustee Heir**
  - **Seconded by Trustee Sivak** **carried**

**03 Item Land Acknowledgement (standing item)**

**04 Item Motion to Move In-Camera**

- #02 THAT the CPL Board move in-camera**
- **Moved by Trustee Djonlic**
  - **Seconded by Trustee Whelan** **carried**

Moved in-camera at 6:21 pm

**05 Item Labour Relations Update**

**06 Item COVID Update**

- 07 Item Board City Council Advocacy Meetings – update by Trustee Fisher  
08 Item Board Only

**#03 THAT the Board move in-camera**

- Moved by Trustee Leung
- Seconded Trustee Whelan **carried**

Moved in-camera at 6:35 pm

**09 Item Motion to Move Out of In-Camera**

**#04 THAT the Board move out of in-camera**

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

Moved out of in-camera at 6:51 pm

**10 Item Priorities**

**11 Item Draft Budget 2022 – for review**

- Discussion of the draft budget ensued

**12 Item Draft 2022 Capital and Operating proposals – deferred to June meeting**

- May need to do special meeting in July

**13 Item Regular Business**

**14 Item BCLTA Sessions: Reconciliation & Relationship Building- attendee comments**

- Diversity and inclusion work together to create welcoming spaces
- Questions arose; What is the Board role? What does 'building relationships' look like? How can the Library align with City priorities?

**15 Item Fines and Charges – recommendations and review of Fine Free Libraries Report**

- Impact on revenue is limited due to limited nature of recommendation; caution on the message this sends to funders
- Exploring other sources of revenue, implementing donation options at self-check out stations
- Fines Free Library is aspirational at this time and requires a strategy to mitigate the fallout resulting in lost revenue
- Must consider there is a cost to collecting fines; this should be highlighted for further discussion
- Motion to amend by adding wording, 'dependent on CPL's financial position', was defeated
- Board discussed adding a sunset clause to give a timeline; added 'to be reviewed no later than 2024'

**#05 THAT the Coquitlam Public Library Board supports moving to a fine free service over time, to be reviewed no later than 2024, and that the following action take effect January 1, 2022:**

- Resume overdue fines and fees for adult material;
- Eliminate fines on all non-adult material (18 and under)
- Moved by Trustee Marsden
- Seconded by Trustee Whelan **carried**

16 Item Policy: 1.03 Board Code of Conduct

**#06 THAT the Board approve Policy 1.03 Board Code of Conduct**

- Moved by Trustee Whelan
- Seconded Trustee Sivak

carried

17 Item Policy: 1.03.004 Library Board – Political Elections Policy

**#07 THAT the Board approve Policy 1.03.004 Library Board – Political Elections**

- Moved by Trustee Sivak
- Seconded Trustee Knox

carried

**CONSENT AGENDA**

**18 Board Minutes, Committees & Reports:**

- 19 Regular Board Meeting Minutes, April 28, 2021
- 20 2021 – Action Issue Log
- 21 Advocacy Committee, April 27'21 Minutes
- 22 Development Committee, May 10'21 Minutes
- 23 Strategic Planning Committee, May 11'21 Minutes
- 24 Executive Committee, Wednesday, May 19'21 [no minutes]

**25 Executive Director's Monthly Reports**

- 26 Executive Director Report – May 2021
- 27 Financials March 2021
- 28 Talking Points – Collections Funding
- 29 Talking Points – Library Link Replacement
- 30 Policy 3.11 Video Surveillance
- 31 Info Document – Defining External Relationships

**32 Other Meeting and Representative Reports**

- 33 Cultural Services Advisory Committee Representative, next meeting June 10'21
- 34 InterLINK Representative Report, May 25'21
- 35 Friends Representative Report, Meeting May 20'21

**36 Documents, Reports, Correspondence**

- 37 BCLTA Bulletin April'21 [LINK](#)
- 38 CFLA – Bill C-10 Statement

**39 COVID Parking Lot Items**

- 40 City Council Social Event -deferred to 2021
- 41 Service Level Agreement with City of Coquitlam - deferred to 2021

**#08 Motion to approve the consent agenda**

- Moved by Trustee Sivak
- Seconded by Trustee Whelan

carried

42 Item Action Items Arising from Consent Agenda

43 Item Development Committee: Recommendation to approve in principle –  
Coquitlam's Library Services Spaces Study Scope of Work – Terms of Reference

**#08 THAT the Coquitlam Public Library Board approves in principle, Coquitlam's Library Services Study Scope of Work – Terms of Reference**

- **Moved by Trustee Djonlic**
- **Seconded by Trustee Heir** **carried**

- 44 Item Strategic Planning Adhoc Committee:  
Recommendations to approve 2021 strategic planning workplan:
1. In 2021 develop mission/vision/values
  2. In 2022 develop goals and objectives for 2023 to 2025
  3. Extend existing Strategic Plan by one year
- NOTE: this is coming out of reserves – this will allow us to spread it over 2 years; allows us this buffer

**#09 THAT the Coquitlam Public Library Board approve the 2021 strategic planning workplan:**

1. In 2021 develop mission/vision/values
  2. In 2022 develop goals and objectives for 2023 to 2025
  3. Extend existing Strategic Plan by one year
- **Moved by Vice Chair Knox**
  - **Seconded by Trustee Fisher** **carried**

- 45 Item Council Report – City Councilor/Trustee – verbal report
- Presentation to council was positively received

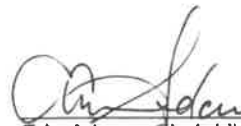
46 Item Adjournment at 8:07 pm

**#09 Motion to adjourn**

- **Moved by Trustee Leung**
- **Seconded by Trustee Heir** **carried**

Adjourned at 8:07 pm

  
\_\_\_\_\_  
Todd Gnissios, Secretary to the Board

  
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Erin Adams, Chair Library Board

Date Signed: JULY 30/21

Date Signed: July 14, 2021

**Next Regular Board Meeting:**

**Wednesday, June 23, 2021  
5:45 pm Meeting  
Via videoconference**