



*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, June 23, 2021 via videoconference, Coquitlam, BC

Present: Erin Adams, Chair
Natasha Knox, Vice-Chair [left meeting at 8:30 pm]
Dave Whelan, Treasurer
Matt Djonlic, Trustee
Julie Fisher, Trustee
Steve Leung, 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: Dennis Marsden, Trustee
Monica Heir, Trustee

Observers: None

CALLED TO ORDER

01 Item Call to Order

Chair Adams called the meeting to order at 6:16 pm

02 Item Approval of Agenda

#01 THAT agenda be approved

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

03 Item Land Acknowledgement (standing item)

- One minute of silence observed to reflect on the recent events related to First Nations Residential Schools

04 Item Motion to Move In-Camera

#02 THAT the CPL Board move in-camera

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

Moved in-camera at 6:20 pm

05 Item Labour Relations Update

06 Item COVID Update

07 Item City's Third-Party Operating Review – Update

08 Item Board Only

#03 THAT the Board move in-camera

- Moved by Trustee Leung
- Seconded Trustee Fisher

carried

Moved in-camera at 6:41 pm

09 Item Human Resources Committee Report

10 Item Motion to Move Out of In-Camera

#04 THAT the Board move out of in-camera

- Moved by Trustee Fisher
- Seconded Trustee Whelan

carried

Moved out of in-camera at 6:50 pm

11 Item Priorities

12 Item For review: 2022 Capital Request – Library Link Program

- Priority 1; Capital request split over 2 years to give City options
- Challenging to present this request using the City documents as this is a capital request with an operating component; ED will review this with the City on how to present these numbers to the City's satisfaction
- Without funding of a new vehicle, must consider how to end the Link service as it will not be sustainable with the current vehicle

13 Item For review: 2022 Operating Request – Collections

- Priority 3

14 Item For review: 2022 Operating Request – Inflation Recovery

- Priority 2
- 2% inflationary increase for 2021, currently 0%

15 Item For review: 2022 5 Year Operating Plan

16 Item For review: 2022 5 Year Capital Plan

- Discussion on the City Centre Pinetree Way Entrance Proposal
- Questioning the priority level of this 'ask' when considering the current circumstances and the other needs of the community

17 Item For review: Reserves & Purpose as at December 31, 2020

18 Item For review: 2022 Operating Budget (variance report – current vs. proposed budget)

19 Item For review: 2022 Funding Request Summary

20 Item For approval: 2022 Budget Package

#05 THAT the Board approves the 2022 Budget Package in principle

- Moved by Trustee Leung
- Seconded Trustee Whelan

carried

- ED will make wording adjustments as directed by the Board

21 Item Regular Business

22 Item For review: Proposal to Develop a Fundraising Strategy Plan

- We do not have the expertise to generate a plan; a consultant is needed to find out what it would cost us to become a fundraising organization
- Want to be careful about how we move forward with fundraising

#06 THAT the Board receive the Proposal to Develop a Fundraising Strategy Plan

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

23 Item For review: IT Backend Infrastructure RFP

- Current infrastructure equipment is aging and must be replaced
- Cloud computing is a potential future option and is part of a long-term strategy; looking to align with the City

[Vice Chair Knox left meeting at 8:30 pm]

24 Item TriCities Chamber of Commerce, BCD Path to Recovery Presentation Highlights

- Economic recovery from the pandemic recession is different as there has been limited wealth destruction; reason we are seeing a quicker economic recovery than in previous recessions

CONSENT AGENDA

25 Board Minutes, Committees & Reports:

- 26 Regular Board Meeting Minutes, April 28, 2021
- 27 2021 – Action Issue Log
- 28 Strategic Planning Committee, May 27, 21 [minutes to come]
- 29 HR Committee, June 10'21 [no minutes]
- 30 Executive Committee, Wednesday, June 16'21 [no minutes]
- 31 HR Committee, June 17'21 [no minutes]

32 Executive Director's Monthly Reports

- 33 Executive Director Report – June 2021
- 34 Financials April 2021
- 35 Strategic Plan – mid-year update
- 36 Community Action Group (CAG) initiative

37 Other Meeting and Representative Reports

- 38 Cultural Services Advisory Committee Representative, June 10'21
- 39 InterLINK Representative Report, May 25'21
- 40 Friends Representative Report, update

41 Documents, Reports, Correspondence

- 42 BCLTA Bulletin June'21 [[LINK](#)]
- 43 Tri-Cities Children's Accord - review

44 COVID Parking Lot Items

- 45 City Council Social Even -deferred to 2021
- 46 Service Level Agreement with City of Coquitlam - deferred to 2021

#07 Motion to approve the consent agenda

- **Moved by Trustee Sivak**

- **Seconded by Trustee Djonlic** **carried**

- 47 Item Action Items Arising from Consent Agenda
Item 35 – Strategic Plan Update
- Important to note there are good talking points in this document
 - Valuable for discussions with councilors

- 48 Item Request from Society of the Friends of the Library for a Library Board Liaison
- Trustee Djonlic has offered to be the Board Representative

#08 THAT the Board appoints Trustee Djonlic as the Library Board Liaison to the Friends of the Library

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


- 49 Item Council Report – City Councilor/Trustee – verbal report [not present]

- 50 Item Adjournment at 8:48 pm

#09 Motion to adjourn

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

Adjourned at 8:48 pm



Todd Gnissios, Secretary to the Board

Digitally signed by Erin Adams
Date: 2021.12.03 16:11:47 -08'00'
Erin Adams

Erin Adams, Chair Library Board

Date Signed: Dec 3/21

Date Signed: _____

Next Regular Board Meeting:
Wednesday, September 22, 2021
5:45 pm Generative Discussion
6:15 pm Meeting
Via videoconference