

We nurture joy in discovery by providing inviting, innovative spaces and services that promote learning and knowledge and engage all of Coquitlam's communities

MINUTES of the Regular Meeting of the Coquitlam Public Library Board held on Wednesday, January 26, 2022 via videoconference, Coquitlam, BC

Present: Natasha Knox, Chair

Dave Whelan, Trustee
Julie Fisher, Trustee
Steve Leung, Trustee
Kimberly Sivak, Trustee
Monica Heir, Trustee
Dennis Marsden, Trustee
Barbara Lu, Trustee
Jackie Gorton, Trustee

Also Present: Todd Gnissios, Executive Director

Anthea Goffe, Deputy Director & Director Community Engagement Ryan Jamieson, Director Customer Experiences and Facilities

Gordana Rauski, Director Operations

Minutes: Miranda Hausner, Office Manager (prepared from recording)

CALLED TO ORDER

01 Item Item Call to Order

Executive Director Gnissios, called the meeting to order at 6.02 pm

#01 Approval of Agenda

THAT agenda be approved

- Moved by Trustee Leung
- Seconded by Trustee Knox

carried

02 Item Land Acknowledgement (standing item)

"We acknowledge that Coquitlam Public Library provides service on the uncededtraditional territory of the Kwikwetlem First Nation, which lies within the sharedterritories of the Tsleil-Waututh (Sail-wha-tooth), Katzie (Kat-zee), Musqueam(Mus-kwee-um), Qayqayt (Key-kite), Squamish (Squa-mish), Sto'lo (Staw-low)Nations."

03 Item Introduction of two new Trustees, existing Trustees, and Staff attendees

- Jacqueline Gorton (Jackie)
- Barbara Lu
- · Round table introductions

04 Item Review of Board Committees & Appointments

#02

- The Library Board approves:
- The creation of a Policy and Governance Committee and approves the mandate
- The deletion of the Executive Committee and withdrawal of the mandate
- Moved by Trustee Fisher

Seconded by Trustee Leung

carried

- **#03** The Library Board approves deferring the Advocacy and Development Committee's mandates and committee member appointments to the Feb 5 Board Retreat.
 - Moved by Chair Knox
 - Seconded by Trustee Whelan

carried

- **#04** The Library Board approves the continuance of the Adhoc Strategic Planning Committee and its mandate
 - Moved by Chair Knox
 - Seconded by Trustee Sivak

carried

05 Item Board Elections for 2022

Declare positions vacant

06 Item Election of Officers

Chair – Natasha Knox, Nomination by Trustee Whelan

07 Item [Board Chair takes over meeting]

08 Item Elections continued:

- i. Election of Vice-Chair Kimberly Sivak, nominated by Chair Knox
- ii. Election of Treasurer Jacqueline Gorton, nominated by Trustee Leung
- iii. Election of Board Committee members:
 - 1. Finance & Audit Committee: Chair Knox, Treasurer Jacqueline, Trustee Leung
 - 2. Human Resources Committee: Chair Knox, Vice-Chair Sivak, Treasurer Gorton, and Trustee Whelan
 - 3. Advocacy deferred to retreat
 - 4. Development *deferred to retreat*
 - 5. Policy and Governance Committee: Chair Knox, Trustee Fisher, Trustee Whelan, and Trustee Lu
- 09 Item Election of Board Representatives & alternates:
 - 1. InterLINK Representative & alternate: Trustee Lu as Representative and Trustee Heir as alternate
 - 2. BCLTA Representative: Trustee Gorton
 - 3. Friends of the Library Representative: Executive Director, Gnissios or designate, it was suggested that the committee be invited to two or three board meetings a year
 - iv. Confirmation of standing appointment of Executive Director to: City of Coquitlam Cultural Services Advisory Committee Representative
 - #05 Motion to accept all these appointments
 - Moved by Trustee Whelan
 - Seconded by Trustee Leung
 - #06 Motion to Move In-Camera
 - Moved by Trustee Marsden
 - Seconded by Trustee Leung carried
 - #07 Motion to Move out of In-Camera
 - Moved by Trustee Fisher
 - Seconded by Trustee Heir carried
- 10 Item Priorities
 - #08 2022 Signing Officers Motion to accept
 - Moved by Trustee Whelan
 - Seconded by Trustee Fisher carried

carried

- 11 Item Regular Business
 - #09 Budget 2022 Motion to defer
 - Moved by Councillor Marsden
 - Seconded by Trustee Gorton

carried

- #10 Chair Knox, asked for a Motion from the board to extend thanks and appreciation to all staff for their holiday hello's and race conversations, they are excellent initiatives
 - Moved by Councillor Marsden
 - Seconded by Trustee Whelan

carried

- #11 Board Retreat 2022, approval of agenda and outcomes
 - Moved by Trustee Heir
 - Seconded by Trustee Lu

carried

- #12 Annual Review -- Policy 1.03 Board Code of Conduct Motion to receive
 - Moved by Trustee Whelan
 - Seconded by Leung

carried

- #13 Election Year Review -- Policy 1.03.004 Library Board Political Elections Policy Motion to receive
 - Moved by Trustee Heir
 - Seconded by Leung

carried

CONSENT AGENDA

- Board Minutes, Committees & Reports:
- Regular Board Meeting Minutes, November 24'21
- Special Board Meeting Minutes, December 31'21
- Strategic Plan 2019 to 2022 (revised with new M/V/V and date)
- 2021 Action Issue Log [FINAL]
- 2022 Action Issue Log
- 2022 Meeting & Reporting Schedule
- 2022 Board & Exec Contact Information
- TOR Finance and Audit Committee
- TOR Human Resources Committee
- TOR Executive Committee
- TOR Advocacy Committee
- TOR Development Committee
- TOR Policy and Governance Committee
- TOR Adhoc Strategic Planning Committee
- City and Cultural Organizations Collaboration Framework
- Executive Director's Monthly Reports
- Executive Director Report January 2022
- 2022 Library Holiday & Opening Hours
- Financials to November 2021
- Other Meeting and Representative Reports
- Cultural Services Advisory Committee Representative [no meeting]
- InterLINK representative report [no meeting]
- Friends representative report [January 20'22 no report]
- Documents, Reports, Correspondence:
- BLCTA Bulletin December'21 [LINK]
- BCLTA Bulletin January'22 [LINK]
- Letter Received City of Coquitlam Approved Grant for 2022 year

Moved by Trustee Whelan

Seconded by Trustee Leung

carried

#13 Item Action items arising from Consent Agenda – no additional items

#14 Item Council Report - City Councillor Marsden - verbal report

#15 Adjournment (8:55pm)

Moved by Trustee Heir

Seconded by Trustee Leung

carried

Next Regular Board Meeting:

DATE: Wednesday, February 24, 2021

PLACE: Videoconference **TIME:** Meeting 5:45 PM

Upcoming Board Meetings/Events:

Sat Feb 6	Board Retreat	Videoconference
Feb 16-24	2020 Audit period	No Action Required
Wed Feb 24	Regular Board Meeting	Videoconference
Tue Mar 2	Finance & Audit Committee Meeting	Videoconference