



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, February 23, 2022 via videoconference, Coquitlam, BC

Present: Natasha Knox, Chair
 Dave Whelan, Trustee
 Julie Fisher, Trustee (left at 7:30pm)
 Kimberly Sivak, Trustee
 Dennis Marsden, Trustee
 Barbara Lu, Trustee (joined at 6:17pm)
 Jackie Gorton, Trustee

Also Present: Todd Gniissios, Executive Director
 Anthea Goffe, Deputy Director & Director Community Engagement
 Ryan Jamieson, Director Customer Experiences and Facilities
 Gordana Rauski, Director Operations

Regrets Steve Leung, Trustee
 Monica Heir, Trustee

Minutes: Miranda Hausner, Office Manager (Minute Taker)

CALLED TO ORDER

01 Item	Item Call to Order Chair Knox, called the meeting to order at 6.01 pm
#01	Approval of Agenda THAT agenda be approved <ul style="list-style-type: none"> • Moved by Trustee Marsden • Seconded by Trustee Fisher <p style="text-align: right;">carried</p>
02 Item	Land Acknowledgement (standing item) <i>"We acknowledge that Coquitlam Public Library provides service on the uncededtraditional territory of the Kwikwetlem First Nation, which lies within the sharedterritories of the Tseil-Waututh (Sail-wha-tooth), Katzie (Kat-zee), Musqueam (Mus-kwee-um), Qayqayt (Key-kite), Squamish (Squa-mish), Sto'lo (Staw-low) Nations."</i>
#02	Motion to Modify agenda and have in-camera first <ul style="list-style-type: none"> • Moved by Trustee Fisher • Seconded by Trustee Sivak
#03	Motion to Move In-Camera <ul style="list-style-type: none"> • Moved by Trustee Sivak • Seconded by Trustee Marsden <p style="text-align: right;">carried</p>

03 Item	For Information: Budget 2022 – update <ul style="list-style-type: none"> • Explanation of the budget updates • How the budget was balanced • Accountant will be retiring this year • Need to hire a controller to expand the capacity in the office • Will be using the vacant management position to fund this position • Looking at 70k-80k per year
04 Item	Director and Board budget discussion closed camera
#04	Motion to approve the budget <ul style="list-style-type: none"> • Moved by Trustee Gorton • Seconded by Trustee Fisher carried
05 Item	For Information: Library Link Replacement – scaled back scope <ul style="list-style-type: none"> • Explanation/breakdown of Anthea’s report
#05	Motion to have a discussion to use up to 250k on the line of credit to cover upgrades to the Library Link <ul style="list-style-type: none"> • Moved by Trustee Lu • Seconded by Trustee Sivak carried
06 Item	Outcome of the discussion: <ul style="list-style-type: none"> • Not supported by the board
07 Item	For Decision: Library Link Replacement – funding options for full scope
#06	Motion to use the line of credit to fund the library link full scope <ul style="list-style-type: none"> • Moved by Trustee Lu • Seconded by Trustee Sivak defeated
#07	Secondary recommendation to have the Executive Director investigate the operational costs on the hybrid and how to raise the 30k for the booster upgrade <ul style="list-style-type: none"> • Motion Moved by Trustee Marsden • Seconded by Trustee Fisher carried
08 Item	For Decision: Board Software Proposal <ul style="list-style-type: none"> • Discussion on the board software options • Recommending that the board move forward with Boardable
#08	Motion to accept Boardable <ul style="list-style-type: none"> • Moved by Trustee Gorton • Seconded by Trustee Sivak carried
09 Item	For Discussion: Board City Council Social Event – date/time/priorities? <ul style="list-style-type: none"> • Suggest targeting General Managers and City Manager that you deal with the most • Aim for this event would be May/June (Covid restrictions permitting)
#09	Motion to approve a wine and cheese event with a host bar <ul style="list-style-type: none"> • Moved by Trustee Fisher • Seconded by Trustee Sivak carried

10 Item	For Information: Labour Relations Update <ul style="list-style-type: none"> • 3 people not wanting to have the vaccination • Working through human rights/accommodations process • May result in putting these people on leave • Received a Section 54 for the vaccination policy process • Haven't received the notice about bargaining agreements yet
11 Item	For Information: COVID Response Update <ul style="list-style-type: none"> • Recent changes have not really impacted library operations • Investigating the vaccine policies in respect to reopening the meeting rooms
#10	Motion to Move In-Camera <ul style="list-style-type: none"> • Moved by Trustee Fisher • Seconded by Trustee Sivak carried
12 Item	HR Committee Update <ul style="list-style-type: none"> • Executive Director Gnissios made Chair Knox the host • Chair Knox moved staff to waiting room
#11	Motion to Move out of in-Camera <ul style="list-style-type: none"> • Moved by Trustee Sivak • Seconded by Trustee Marsden carried
13 Item	Board photo options <ul style="list-style-type: none"> • Executive Director Gnissios to send Doodle with options • In person or individual photos?
14 Item	Strategic Planning RFP Update – verbal update

CONSENT AGENDA

- **Board Minutes, Committees & Reports:**
 - Regular Board Meeting Minutes, January 26, 2022
 - Special Board Meeting Minutes, February 5, 2022
 - 2022 – Action Issue Log
 - 2022 Standing Committees and Representatives
- **Executive Director's Monthly Reports**
 - Executive Director Report – February 2022
 - Strategic Plan – Staff Action Plan 2022
 - Financials to November 2021
 - Financials to December 2021
 - Statistics Report 2021
 - For Info: Community Action Group Update
- **Other Meeting and Representative Reports**
 - Cultural Services Advisory Committee Representative [February 10, 2022] – no notes
 - InterLINK Representative Report [February 22, 2022]
 - Friends Representative Report [February 24, 2022]
- **Documents, Reports, Correspondence:**
 - BCLTA PLAs and AGMS [[LINK](#)] – *note, previously distributed via email*
 - BCLTA Bulletin February'22 [[LINK](#)]
 - Services & Facilities Study Workshop #1 – notes
 - Notice: BC Public Library Partners request for one-time funding 2022
- **COVID Parking Lot Items**
 - Service Level Agreement with City of Coquitlam - deferred to 2022

#12	Motion to accept Consent Agenda <ul style="list-style-type: none"> • Moved by Trustee Sivak • Seconded by Trustee Marsden <p style="text-align: right;">carried</p>
15 Item	Council Report – City Councilor Marsden - verbal report
	Adjournment (7:55pm) <ul style="list-style-type: none"> • Moved by Trustee Sivak • Seconded by Trustee Marsden <p style="text-align: right;">carried</p>
	Board Meeting Review Survey announcement – Chair Knox [LINK] to survey

Next Regular Board Meeting:

DATE: Wednesday, April 27, 2022

PLACE: Videoconference

TIME: Meeting 6:00 PM

Upcoming Board Meetings/Events:

Tue Mar 1	Finance & Audit Committee Meeting	Videoconference
Wed Apr 27	Regular Board Meeting	Videoconference

NOTE: all Board Committees will be meeting in March, Doodle scheduling to come