



*We create joy in discovery, foster inclusion, and promote knowledge by providing innovative experiences, spaces, and services*

**REGULAR BOARD MEETING MINUTES  
WEDNESDAY, OCTOBER 25, 2023  
POIRIER BRANCH, PROGRAM ROOM, COQUITLAM, BC  
Dinner 5:15 pm | Presentation 5:45 PM | Meeting 6:00 PM  
Presentation: Programming**

Present:

Jackie Gorton (Chair)  
Raymond Lee (Vice Chair)  
Steve Leung (Treasurer)  
Richard Veerapen (Trustee)  
Neal Nicholson (Trustee)  
Kimberly Sivak (Trustee)  
Cindy Mark (Trustee)  
Ryan Jamieson (Deputy Executive Director)  
Lily Vukasovic (Minute Taker)

Regrets: Monica Heir (Trustee), Anthea Goffe (Executive Director)

Presenter: Jay Peters, Manager Programming and Community Connections

Agenda Item

1. Call to Order (6:15 pm)
2. Approval of Agenda
  - #01 Moved by Trustee Leung  
Seconded by Trustee Nicholson  
Carried
3. Land Acknowledgement (standing item)

*"We acknowledge that CPL provides service on the unceded traditional territory of the Kwikwetlem First Nation, which lies within the shared territories 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."*
4. **Priority Business**

Update: Trustee Recruitment 2024 [Vice Chair Lee]

  - Submission sent to City
5. Debrief: Budget 2024 Presentation to Council, October 25, 12:30 pm
  - Thank you to Councillor Djonlic and Councillor Marsden for their support
6. Update: Strategic Plan – Action Items [Deputy ED Jamieson]
  - ACTION: Deputy Director Jamieson to update the document with requested changes for inclusion in the November Board package

### **Regular Business**

7. Information: Executive Director Report – September 2023 [Deputy ED Jamieson]
    - Reviewed the report
    - Library Link going to YMCA; this is a new partnership
  8. Update: Annual Long Service Awards, Friday, December 1'23, [Deputy ED Jamieson]
    - Board members will receive a calendar invite
  9. Update: Board and Management Holiday Event, December 13, 2023 [Deputy ED Jamieson]
  10. Update: Library Link [Deputy ED Jamieson]
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### **#02 Motion to Approve Consent Agenda; pull out 21, 22**

Moved by Trustee Nicholson  
Seconded by Trustee Lee  
Carried

### **CONSENT AGENDA**

#### **Board Minutes, Committees & Reports**

11. Regular Board Meeting Minutes, Sep 27'23
12. Adhoc Trustee Recruitment Minutes, Oct 13'23
13. Special Meeting of the Board Minutes, Oct 18'23
14. Finance and Audit Committee Meeting Minutes, Sept 20'23
15. Executive Committee Meeting Minutes, Sept 6'23
16. Policy Committee Meeting Minutes, Jun 6'23
17. Advocacy Committee Meeting, May 16'23
18. 2023 – Action Issue Log

#### **Financial Reports**

19. Financials to September 2023
20. 2023 T2 Library Variance Analysis and Forecast to the City [Updated]
21. 2023 Q3 YTD Statistics

#### **Other Meeting and Representative Reports**


22. Cultural Services Advisory Committee Representative Report [Deputy Executive Director Jamieson]

#### **Documents, Reports, Correspondence:**

23. BCLTA Bulletin (n/a)
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24. Action Items Arising from Consent Agenda
  - Item 21 2023 Q3 YTD Statistics [discussed – no action items]
  - Item 22 Cultural Services Advisory Committee Representative Report [discussed – no action items]
25. Council Report – City Councillor/Trustee – verbal report
  - Budget presentations next steps; deliberation
26. Motion to Move In – Camera

- #03 Motion to Move In-Camera  
Moved by Trustee Nicholson  
Seconded by Trustee Leung  
Carried
- 27. Update: DQST
- 28. Labour Relations Update
- 29. HR Committee Update Board Only  
Motion to move in camera board only
- 30. Motion to Move Out of In-Camera  
#04 Moved by Trustee Sivak  
Seconded by Trustee Mark  
Carried
- 31. Adjournment at 7:32  
#05 Moved by Trustee Mark  
Seconded by Trustee Veerapen  
Carried

  
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Anthea Goffe, Secretary to the Board

Date Signed: Feb. 6, 2024

  
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Jackie Gorton, Chair Library Board

Date Signed: Feb 6, 2024

