

Public Library InterLINK

BOARD OF DIRECTORS MEETING

Date: Tuesday, September 29, 2020 Time: 5:00 p.m.
Location: Videoconference via Zoom

MINUTES

Present:

Chris Dong	BPL
Natasha Knox	CPL
Joy Bradbury	GibPL
Jane Duber	LALA
Norah Andrew	NWPL
Parveen Somji	NVCL - Alternate
Barb Lawrie	NVDPL
Carmen Praine	PemPL – Alternate
Bill Lawrie	PMPL
Moninder Singh	SPL
Harlan Pruden	VPL (arrived 5:37 pm)
Ron Shimoda	WVML
Josie Chuback	WhPL
Michael Burris – Executive Director	InterLINK
Allie Douglas – Recording Secretary	InterLINK

Regrets:

Michael Penny	BIPL
Danny Plecas	FVRL
Traci Corr	RPL
Garry Nohr	SecPL
Molly Loudon	SqPL

Chair J. Chuback began the meeting by acknowledging that board members are all in their home communities, living, working, and playing on their respective First Nations' lands and this acknowledgement is for the Board to be mindful and remember and appreciate that we are having our meeting on these lands.

050. Call to Order

J. Chuback welcomed everyone and called the meeting to order at 5:05 p.m., and participants introduced themselves.

100. Approval of Agenda

MOTION: R. Shimoda moved and W. Lawrie seconded

“THAT the agenda be approved as circulated.”

CARRIED

200. CONSENT AGENDA

- 201. Board Minutes, May 26, 2020
- 202. Correspondence
 - 202.1 From Libraries Branch re: Operating Grant 2020
 - 202.2 To Select Standing Committee on Finance
 - 202.3 To Min. of Education re: Operating Grant 2020
 - 202.4 To Net Lenders re: Compensation
 - 202.5 From WVML re: Compensation
 - 202.6 From PMPL re: Compensation
- 203. **(withdrawn – please see below)**
- 204. Unaudited Financial Statements, January-August, 2020
- 205. Reports
 - 205.1 Executive Director Report
- For information
- 206. AAG minutes, August 7, 2020
- 207. Draft AAG minutes, September 11, 2020

Item 203. Circulation Statistics, was removed from the consent agenda and discussed below.

MOTION: B. Lawrie moved and C. Dong seconded

“THAT the consent agenda be approved as amended.”

CARRIED

Item 203. Circulation Statistics, January-July, 2020

There was a question about the significance of the January – July circulation statistics. M. Burris spoke to this, noting that due to library closures in the Spring and Summer, non-resident borrowing is down significantly from past years. Assuming that the numbers stay lower, this will have an impact on the 2021 budget, as eighty percent (80%) of net lender compensation is funded from the InterLINK budget, with the other twenty percent (20%) funded by net borrowing libraries.

MOTION: R. Shimoda moved and J. Bradbury seconded

“THAT Item 203 be received.”

CARRIED

300. CONTINUING BUSINESS

- 301. 2020 Operations Plan Review

M. Burris spoke to this item. There has been a huge impact on InterLINK and library activities due to COVID, but some areas have continued progress. Among the areas that have stalled are enhancements

to resource sharing, but once services start to ramp up, the conversations will start up again. Many programs, including LLEAD, NewToBC and coaching workshops, have successfully transitioned to using virtual options for delivery. He notes that library staff development has continued to be an important piece of InterLINK's work.

At its September meeting, the AAG voiced support for scheduling a special, facilitated session of library directors to consider how library services will continue to be impacted by the COVID emergency and what opportunities may exist for InterLINK to support member libraries. The feedback will inform the development of the draft 2021 Operations Plan, which will then be reviewed by the Governance and Planning Committee (GPC) before being presented to the full Board at its November meeting.

302. Strategic Framework Review

J. Chuback spoke to this item, and noted that last year, the strategic plan was reformatted into a strategic framework. During the development of the strategic framework, the Board stipulated that the framework be reviewed annually. M. Burris noted that the AAG reviewed the framework at the September meeting and AAG members are supportive.

Members of the Board discussed the fact that the framework does not address the topic of diversity, and also that it refers to equality, not equity. There was agreement that these topics should be reflected in the framework. It was also noted that the annual information provide on the strategic framework will need to be updated each year. The Governance and Planning Committee will work on these changes.

303. Board Self Evaluation Process Review

The Board Self Evaluation (BSE) was included in the Board package so members could preview it before completing it. J. Chuback requested feedback about its relevancy, importance, and whether there are any changes or adjustments to consider.

There were a few minor suggestions for wording changes, specifically A1 and A2 will have changes from "strategic plan" to "strategic framework", A5 and A6 will be changed from "members" to "member libraries" and B10 from "new board members" to "new interLINK board members". There was also a broader discussion of adding board composition questions to the self-evaluation, in order to track and maintain or improve the diversity of the InterLINK Board. If board members have any further thoughts or suggestions, please get them in within the next week to J. Chuback, so the process can continue to move forward. The GPC will review and revise the BSE before it goes out; it is typically sent out between the September and November board meetings, then results are shared with the GPC who report back to the Board.

304. Board Development Session - proposed dates

H. Pruden spoke to this item and provided an overview of how the "reconciliACTION" Board session is being developed. H. Pruden, B. Lawrie and M. Burris have determined that this session should be a special meeting of the board in order to have enough time to devote to the topic. The intent is to develop a template that can be taken back to home libraries, and used as a framework to host and hold

conversations at the home library board level. H. Pruden has developed a curriculum and has tested and evaluated it; it will be repurposed for InterLINK, with library-related information.

M. Burris proposed that the session be held on Oct. 27 from 5 pm for approximately 3 hours.

MOTION: C. Praine moved and J. Bradbury seconded

“THAT Items 301 - 304 be received.”

CARRIED

400. New Business

There was no New Business.

500. IN CAMERA

There was no In Camera session.

600. AROUND THE BOARD

Around the table topics focused on COVID-19, especially plans for the reopening of additional services, including having patrons in libraries (numbers and time in the building being limited). There was mention of virtual programming taking place at many libraries, the return of staff and positive feedback from the public regarding the resumption of certain services. Some of the topics noted were VPL's collaboration with the Vancouver School Board, Summer Reading Club activities, boosting of Wi-Fi signal for outside the library use, and Whistler's receipt of the Chamber of Commerce Award of Excellence in that community. It was also noted that VPL representative Harlan Pruden has been nominated for a position on the BC Library Trustees Association Board.

700. DATE OF NEXT MEETINGS: **Special Board meeting (Board Development session):**
Tuesday, October 27, 2020
5:00 pm – 8:00 pm
via Videoconference

Board meeting: Tuesday, November 24, 2020
5:00 p.m.
via Zoom

800. ADJOURNMENT

H. Pruden moved Adjournment at 6:55 p.m.