

Public Library InterLINK

BOARD OF DIRECTORS MEETING

Date: Tuesday, March 28, 2017 Time: 5:00 p.m.
Location: Burnaby Public Library – Metrotown Branch
3rd Floor Board Room – 6100 Willingdon Avenue, Burnaby

MINUTES

Present:	Michael Penny	BIPL
	Sheila Pierce	BPL
	Sandra Hochstein	CPL
	Rob Martin	GibPL
	Kathy Siedlaczek – Board Vice-Chair	NWPL
	Ian Bateson	NVCL
	Colleen MacMillan	NVDPL (Arrived 5:04)
	Pat Merrett	PMPL (Arrived 5:04)
	Ann Hopkins	SecPL
	Eileen Walsh	SqPL
	Greg Down – Board Chair	SL
	Amanda Card	VPL (Arrived 5:05)
	Felicia Zhu	WVML
	Paul Tutsch	WhPL
	Michael Burris – Executive Director	InterLINK
	Allie Douglas – Recording Secretary	InterLINK
Guest:	Chris Dong	BPL
Regrets:	Cllr. Chuck Stam	FVRL
	Jane Duber	LALA
	Judith Walton	PemPL
	Jordan Oye	RPL

050. Call to Order

G. Down welcomed everyone and called the meeting to order at 5:00 p.m.

100. Approval of Agenda

MOTION: P. Tutsch moved and I. Bateson seconded

“That the Agenda be approved as circulated.”

CARRIED

200. CONSENT AGENDA

201. Board Minutes, February 28, 2017

202. Reports

202.1 Executive Director Report

MOTION: P. Tutsch moved and R. Martin seconded

“THAT the Consent Agenda be approved as circulated.”

CARRIED

300. CONTINUING BUSINESS

301. InterLINK Board Committee Members

As K. Siedlaczek reported during the last board meeting, there was one open seat on the InterLINK Governance & Planning Committee. R. Martin volunteered, and is now a member of this committee, along with K. Siedlaczek and T. Benson.

302. Consent Agenda Review - M. Burris

M. Burris spoke to this item and noted that meeting practices around the Consent Agenda had been handled slightly differently than the policy suggests. The policy can be adjusted to reflect InterLINK practices.

MOTION: A. Hopkins moved and S. Hochstein seconded

“THAT the InterLINK Board of Directors adjust the consent agenda policy to reflect these changes.”

CARRIED

400. NEW BUSINESS

401. Audited Financial Statements - M. Burris

M. Burris distributed copies of the Audited financial statements and discussed how the changes in net assets were derived, as well as how and why the new reserves were established. P. Tutsch spoke to Finance Committee’s perspective. Approved statements will be forwarded to each library after they are signed by the InterLINK Chair and Treasurer.

MOTION: P. Tutsch moved and K. Siedlaczek seconded

“THAT the InterLINK Board of Directors approve the 2016 Audited InterLINK Financial Statements”

CARRIED

MOTION: P. Tutsch Moved and K. Siedlaczek seconded

“THAT the 2016 InterLINK Operating Surplus of \$32,878 be returned to member libraries as per the Financial Control Policy.”

CARRIED

402. Draft Provincial Grant Report - M. Burris

M. Burris explained that the Provincial Grant Report provides information for the Libraries Branch on the deliverables outlined in the InterLINK 2016 grant letter. InterLINK has made a number of updates to Mission, Vision and Strategic Plan priorities over the past year or so, and these are reflected in the Report. The Board thanked M. Burris for his work.

MOTION: I. Bateson moved and S. Pierce seconded

“THAT the 2016 InterLINK Provincial Library Grant Report be received.”

CARRIED

403. Code of Conduct for new Board members.

M. Burris noted that as per the Governance Manual and the Code of Conduct and Confidentiality policy that was developed as part of the governance review, each Board member is requested to sign a copy, which were available at the table.

500. AROUND THE BOARD - Members of the Board participated in a roundtable discussion to update other Board members on issues and events at each InterLINK library. Some topics included renovations at a number of libraries, succession planning for Boards as new Trustees join, relationships with Mayors and Councillors, fundraising events, and a reminder about the upcoming BCLTA Conference.

600. DATE OF NEXT MEETING: Tuesday, May 30, 2017
BPL – Metrotown Branch
5:00 p.m. (food available at 4:30)

700. ADJOURNMENT

R. Martin moved adjournment at 6:10 p.m.

Minutes approved May 30, 2017: _____
G. Down, Board Chair