

Surrey Public Library Board Regular Meeting
February 28, 2019 at 7:00 p.m.
Fleetwood Library
15996 – 84 Avenue,
Surrey, B.C.



Present: Trustees Chang, Cumming, Down, Hearty, Herrmann, Kendler, Kimbley, Reid Sidhu (Chair), Sahota, Zafar, Councillor Hundial
Regrets: Trustees Hong, Uzama
Staff: Surinder Bhogal, Chief Librarian
Michael Ho, Director, Administrative Services
Kristen Andrews, Director, Public Services
Seline Kutan, Director, Marketing and Communications
Melanie Reynolds, Administrative Services Coordinator
Observing: Sandra Cole, CUPE 402-02
Guest: Jennifer Wile, Manager, Information Services

M I N U T E S

1. CALL TO ORDER

That the February 28, 2019 Regular Meeting of the Surrey Public Library Board was called to order at 6:58 p.m.

2. ADOPTION OF THE AGENDA

That the Library Board adopts the agenda for its regular meeting scheduled for February 28, 2019 with item 6, section i) Provincial Budget Update and Labour Relations under item 9 added.

Moved: Councillor Hundial
Seconded: Trustee Hearty

CARRIED

3. CONSENT AGENDA

Documents & Reports:

- a) Approval of the minutes of January 24, 2019 Regular Meeting of the Surrey Public Library Board
- b) Financial Statement for the period ending January 31, 2019.

That the documents, reports and items be received for information.

Moved: Trustee Hearty
Seconded: Trustee Down

CARRIED

4. UNFINISHED BUSINESS

a) 2019 Board Objectives – motion to adopt

The Board reviewed the Final Board Objectives for 2019.

That the 2019 Board Objectives be adopted and implemented.

Moved: Trustee Chang

Seconded: Trustee Down

CARRIED

b) Finalizing Standing Committee Members and Chairs

- Trustee Sahota volunteered as Chair of the Finance, Programs and Services Committee with Trustees Hearty, Herrmann, and Kendler expressing interest as committee members.
- Trustee Uzama volunteered as Chair of Planning and External Relations Committee with Trustees Down, Hong and Cumming expressing interest as committee members.
- Trustee Reid Sidhu will remain the Chair of the Executive Committee with Trustee Chang as the Vice-Chair and Trustee Down as committee members.

There were no expressions of interest for the Fund Development Committee for the second year in a row. Staff will review the future of this committee in terms of the fund development goals and bring a recommendation to the Board at the next meeting.

Chief Librarian will work with Board Chair and Committee Chairs to review terms of reference for each committee in supporting overall board goals.

5. NEW BUSINESS

a) Staff presentation on Digital Learning Resources – Jennifer Wile, Manager Information Services

Jennifer presented on Digital Learning Resources. Trustees asked several questions and expressed interest in various online learning tools. Jennifer encouraged Trustees to contact library staff should they require more information.

b) Policy Manual Review Process

- Chief Librarian noted Surrey Library practice is to review all policies after adoption of new strategic plan to ensure alignment.
- Policy manual includes 38 policies over 8 sections, and the Chief Librarian has created a tentative plan and schedule for the Board to review and approve over the year.

- c) Policy Review 1.1 -Vision Mission Values; 1.2 Library Governance; and 1.3 Library Board Meetings

The Chief Librarian outlined recommended amendments to the policies. Trustees offered a few suggestions for correction and clarity.

That the policies be adopted with inclusion of the suggested revisions by Trustees.

Moved: Trustee Herrmann
Seconded: Trustee Chang

CARRIED

6. INFORMATION ITEMS

- a) 2018 Metrics Report
- Metrics were very well received. Trustees noted that combining circulation (print/electronic) would be beneficial to the overall trends of the Library.
 - Trustees would be interested in seeing what the new metrics going forward, aligning to the new strategic plan, would look like.
- b) 2018 Provincial Grant Report
- Trustees showed great appreciation for the work of the Library Staff.
- c) Voice of Customer Feedback Report
- Trustees expressed interest on seeing more data relating to trends.
 - Options of having the comment boxes more visible.
- d) City of Surrey Financial Plan 2019-23 – Library
- e) Advocacy Plan update
- Chief Librarian and Board Chair have a meeting with Mayor on March 12.
 - Chief Librarian and Board Chair will be presenting to Council in Committee on April 1. Trustees are encouraged to attend in person or stream the live feed.
- f) InterLINK update
- Trustee Down was congratulated as Chair of InterLINK Board of Directors. He reported on various InterLINK activities.
- g) BCLTA update – Trustee Uzama
Deferred
- h) Cloverdale Renovations update

- The Director of Administrative Services outlined a tentative schedule for the Cloverdale Library renovations and plans for a pop-up library at the Cloverdale Recreation Centre during library closure.
- i) Provincial Budget Update
- The Chief Librarian discussed the recently released provincial budget. Despite ongoing advocacy by BC Library Partners, no extra funding was allocated to public libraries for 2019, although funding levels have been maintained at existing levels.
 - Importance of continuing to demonstrate the impact of public libraries, especially in times of fiscal constraints and competing pressures on municipal and provincial budgets.
 - Trustees were encouraged to use their voices to speak out and engage with stakeholders.

Upcoming Events:

- a) Board Development Session | Saturday, March 9 | 9-3pm | City Centre Library
Workshop delivered by Michael Shoop on governance and advocacy.
- b) Authors Among Us | Thursday, March 14 | 7 – 8:30pm | Ocean Park Library
Meet and hear local authors, Michelle Kim, John Mavin and Marta Styk.
- c) SFU Philosophers' Café | Monday, March 18 | 6:30 – 8 pm | Ocean Park Library
What does Artificial Intelligence (AI) mean to you?
Moderated by Daniel Sanderson.
- d) Sketching Demonstration | Wed, March 20 | 1 – 3 pm | Semiahmoo Library
Artist Adam Lipschultz from Peninsula Sketchers will be demonstrating the basics of drawing and sketching at this all ages event.
- e) British Columbia Library Trustee Association Summit | Saturday, May 11 | 9:30-4pm | Sheraton Guildford
Annual summit of public library trustees across the province. Library will coordinate and cover registration fees for trustees. Contact Chief Librarian if interested.

7. AROUND THE TABLE

- Trustee Sahota will be attending the SFU Gala on March 1, 2019
- Trustee Zafar attending the Immigrant Advisory Roundtable Dialogue along with the Chief Librarian.
- Trustee Chang attended a Vantage Point social with a focus on CRA Charitable giving.

- Councillor Hundial encouraged more promotion through social media and how it can have an impact. He suggested a release showing the 2018 Library Metrics.
- Trustee Reid Sidhu attended the Surrey Kids Read event.

8. NEXT LIBRARY BOARD MEETING

April 11, 2019 at 7:00 p.m. at City Centre Library, Room 120

9. MOTION TO MOVE IN CAMERA

The Board proposes a motion to move in camera, pursuant to Section 90 of the Community Charter and specifically to approve minutes of January 24, 2019 in camera meeting of the Surrey Public Library Board with the addition of discussing a Labour Relations Update.

CARRIED

10. ADJOURNMENT

Moved: Trustee Sahota

Seconded: Trustee Down

That the Surrey Public Library Board Meeting of February 28, 2019 be adjourned at 8:38 p.m.