

**Surrey Public Library Board Regular Meeting
February 25, 2021 at 7:00 p.m.
Microsoft Teams Teleconference**



Present: Trustees Dhesa, Hearty, Herrmann, Hong, Kendler, Powell, Sahota, Saran, Zhen, Councillor Hundial
Regrets: Trustee Cumming, Mann, Singh
Staff: Surinder Bhogal, Chief Librarian
Michael Ho, Director, Administrative Services
Seline Kutan, Director, Communications and Advancement
Melanie Reynolds, Administrative Coordinator
Observing: Samantha Lee, CUPE 402-02
Guests: Beth Larssen, Public Services Librarian

M I N U T E S

1. CALL TO ORDER

The February 25, 2021 Regular Meeting of the Surrey Public Library Board was called to order at 7:00 p.m. The Chair began the meeting with a land acknowledgment.

2. ADOPTION OF THE AGENDA

MOTION: "That the Board adopts the agenda for its regular meeting scheduled for February 25, 2021.

Trustee Herrmann moved and Trustee Kendler seconded – **CARRIED**

3. ADOPTION OF THE CONSENT AGENDA

Documents & Reports:

- a) Minutes of January 28, 2021 Regular Meeting of the Surrey Public Library Board.
- b) Financial Statement for the period ending January 31, 2021.

Correspondence:

- a) BDO Audit Planning

MOTION: "That the Board adopts the Consent agenda, with an amendment to the January 25, 2021 minutes."

Trustee Hearty moved and Councillor Hundial seconded – **CARRIED**

4. UNFINISHED BUSINESS

a) 2021 Board Objectives

MOTION: "That the 2021 Board Objectives be adopted."

Trustee Hong moved and Trustee Hearty seconded - **CARRIED**

b) Standing Committee and Governance Working Group

Members and Chairs were confirmed as follows:

- Executive: Trustees Cumming, Mann, Sahota (Chair)
- Finance, Programs and Services: Trustee Herrmann (Chair), Kendler (one vacancy)
- Planning and External Relations: Trustees Hong, Powell, Saran (Chair TBD)
- Governance Working Group: Trustees Dhesa, Herrmann (Chair) Saran, Zhen, and Councillor Hundial

Chief Librarian asked to circulate Standing Committee Terms of Reference to solicit further interest to fill gaps.

c) Board Development options

Chief Librarian to refine options further with Executive Committee.

5. NEW BUSINESS

a) Staff Presentation: Surrey Libraries and Social Media

Beth Larssen presented on Surrey Libraries' social media presence. Trustees expressed gratitude and appreciation for the hard work of the staff.

b) Board Advocacy Plan Revision

Update on 2020 actions for Board Advocacy Plan were reviewed. Planning & External Relations Committee will bring an updated version for the Board's review at the next meeting.

c) Special Board Meeting on April 29 for Board Input on Facility Master Plan.

Chief Librarian requested a special meeting to be scheduled on April 29 for the Board to review and provide comments on the draft Facility Master Plan.

6. INFORMATION ITEMS

a) Governance Working Group (GWG)

Trustee Herrmann provided an update on the first meeting of the GWG. GWG will start with assessing the Board's current standing committees and terms of reference. The focus will

then move to reviewing the Board Procedure and Policy Manuals. Recommendations for changes will be brought to the Board for consideration.

- b) InterLINK Update – Deferred
- c) BCLTA Update
Trustee Hearty provided an update and encouraged Trustees to sign up for BCLTA courses.
- d) Newton Community Centre
Chief Librarian outlined tentative timelines for the Newton Community Centre project.
- e) Pandemic Service Levels Update
- f) 2020 Workplan – Key Strategic Initiatives and Actions – Final Report
- g) 2020 Strategic Plan Annual Progress Report - Key Measures
- h) 2020 Surrey Libraries Statistics Report
- i) 2020 Provincial Grant Report
- j) Revised Board Annual Calendar

Upcoming Events: None

7. NEXT LIBRARY BOARD MEETING

April 8, 2021 at 7:00 p.m. via MS Teams Meeting

8. MOTION TO MOVE IN CAMERA

“The Board proposes a motion to move in camera, pursuant to Section 90 of the Community Charter, specifically to approve the minutes of the January 28, 2021 in-camera meeting.

Trustee Hearty moved and Councillor Hundial seconded – **CARRIED**

9. MOTION TO ADJOURN

The Surrey Public Library Regular Board Meeting of February 25, 2021 was adjourned at 8:55 pm.

Trustee Kendler Moved and Trustee Saran seconded – **CARRIED**