

Surrey Public Library Board Regular Meeting
June 27, 2019 at 7:00 p.m.
Newton Library
13795 – 70th Avenue
Surrey, B.C.



Present: Trustees Cumming, Down, Hearty, Herrmann, Hong, Kendler, Reid Sidhu (Chair), Uzama, Zafar (arr.7:15), Councillor Hundial
Regrets: Trustees Chang and Sahota
Staff: Surinder Bhogal, Chief Librarian
Michael Ho, Director, Administrative Services
Melanie Reynolds, Administrative Coordinator
Observing: Colin Epp, CUPE 402-02
Guests: Sara Grant, Manager, Youth Services
Ellen Wu, Teen Services Librarian

M I N U T E S

1. CALL TO ORDER

The June 27, 2019 Regular Meeting of the Surrey Public Library Board was called to order at 7:05 p.m.

2. ADOPTION OF THE AGENDA

MOTION: "That the Board adopts the amended agenda for its regular meeting scheduled for June 27, 2019 with the addition of 5h) Policy 8.1 Gifts and Fundraising, Variance Request."

Trustee Hermann moved and Trustee Hearty seconded

CARRIED

3. CONSENT AGENDA

Documents & Reports:

- a) Minutes of May 23, 2019 Regular Meeting of the Surrey Public Library Board
- b) Financial Statement for the period ending May 31, 2019

Correspondence:

- a) Select Standing Committee Finance on 2020 Provincial Budget
- b) 2018 Annual Report distribution to Mayor and Council
- c) 2018 Annual Report distribution to MLAs and MPs

MOTION: “That the documents, reports and items be received for information.”

Trustee Hearty moved and Trustee Cumming seconded

CARRIED

4. UNFINISHED BUSINESS

a) None

5. NEW BUSINESS

a) Staff Presentation: Serving Teens with Excellence, Sara Grant - Manager Youth Services, and Ellen Wu – Teen Services Librarian

Ellen presented on Teen Services in the Library and responded to questions related to teen programs. The Chair encouraged trustees to attend the Young Adult Writing Contest Gala.

b) Policy Review: 3.1 Materials Circulation; 3.2 READ-Ability Services

MOTION: “That the proposed revisions to Policies 3.1 and 3.2 are approved”

Trustee Hearty moved and Trustee Down seconded

CARRIED

c) Policy Review: 3.3 Programs; 3.4 Meeting Rooms and Computer Learning Centres; 3.5 Community Information; 3.6 Displays

MOTION: “That the proposed revisions to Policies 3.3-3.6 are approved”

Trustee Hong moved and Trustee Hundial seconded

CARRIED

d) Policy Review: 3.7 Internet; 3.8 Healthy Food Options; 3.9 Lost and Found

MOTION: “That the proposed revisions to Policies 3.7-3.9 are approved

Trustee Down moved and Trustee Herrmann seconded

CARRIED

e) Board Advocacy Plan Mid-Year Status

Discussions about the work the Board and Library staff are accomplishing was well received. Trustees noted that some actions should be deferred and will be reconsidered in the fall. Chair encouraged trustees to connect with their local MPs, MLAs, and members of their own communities to advocate for Surrey Libraries.

f) Board Recruitment

- Recruitment for Board Members will begin in the fall, and several trustees will need to reapply as their term ends.
- The Chair proposed using a gap analysis matrix to help the Nominations Committee assess current trustee skills and strengths, and to identify gaps for recruiting new trustees to develop a strong Board.
- The Chief Librarian will distribute the matrix to trustees for completion before the next regular meeting in September.
- Suggestions were made to increase the pool of applicants, including trustees to share the opportunity through their networks, actively encourage suitable applicants to apply, and posting on library communication channels.

g) Ratification of email vote on after-hours use of City Centre Library on June 22, 2019

MOTION: "That the City Centre Library be used for an after-hours staff memorial service."

Trustee Down moved and Trustee Hearty seconded

CARRIED

h) Policy 8.1 Gifts and Fundraising Variance Request

The Chief Librarian requested a policy variance in order to explore options for a recent donation made to the Library. Trustee Kendler offered to review the Library's current agreement with Surrey Cares Community Foundation.

MOTION: "That the Board approves staff to explore community foundations other than those listed in policy 8.1 for the purpose of investing funds donated to establish the Gayle Harris Memorial Fund, and to report options back to the Board."

Trustee Hearty moved and Trustee Herrmann seconded

CARRIED

6. INFORMATION ITEMS

- a) Key Strategic Initiatives Update: Jan-May 2019
- b) Board Objectives Update: Jan-May 2019
- c) Voice of the Customer Report: Jan – May 2019
- d) BCLTA Report – Trustee Uzama
 - Deferred
- e) InterLINK Report – Trustee Down
 - Reported on presentation at last InterLINK meeting from the newly hired ABCPLD Manager.
- f) Facilities Update – Director, Administrative Services
 - Council approved the construction award for the Cloverdale Library renovations.
 - Last day of service at Cloverdale Library is Sunday July 7.
 - Cloverdale pop-up library is scheduled to open at Cloverdale Recreation Centre on July 12.
 - Clayton branch is scheduled to open June 2020.

Upcoming Events:

- a) Surrey Pride Festival – June 28 - Holland Park
- b) Library Champions Wrap Up Celebration – July 8, 6pm-8pm - City Centre Library
- c) Fusion Festival – July 20, 21 - Holland Park
- d) Young Adult Writing Contest Gala – October 16 - City Hall
- e) MLA Open Houses/BBQs:
 - MLA Garry Begg (Guildford) - July 6, 11am - 2pm - Hjorth Park
 - MLA Jinny Sims (Panorama) - Tentative July 18
 - MLA Jagrup Brar (Fleetwood) - July 27, 12pm - 2pm - Fleetwood Park
 - MLA Rachna Singh (Green Timbers) - July 28, 12pm - 2pm - TBD
 - MLA Garry Begg (Guildford) - Aug 3, 12pm - 2pm - Erma Stevenson Park
 - MLA Marvin Hunt (Cloverdale) – Nothing planned for the summer

7. AROUND THE TABLE

- Trustee Herrmann attended the Volunteer Appreciation event.
- Trustee Hearty attended the Volunteer Appreciation event, Long Long Table and enrolled her grandson into the Summer Reading Club. She also downloaded the Glass Beads book as part of the Canada-wide eBook Club.
- Trustee Kendler attended the Volunteer Appreciation event.
- Trustee Zafar attended the Volunteer Appreciation event, and Long Long Table.
- Trustee Reid Sidhu attended the Mayor's Breakfast, Volunteer Appreciation event, Long Long Table and has been visiting Surrey MLAs with Councillor Hundial to advocate for more provincial library funding.
- Councillor Hundial attended the Volunteer Appreciation event and has been visiting Surrey MLAs with Board Chair to advocate for more provincial library funding.
- Trustee Cumming attended the Long Long Table.

- Trustee Uzama attended the Volunteer Appreciation event, and Long Long Table.

8. NEXT LIBRARY BOARD MEETING

September 26, 2019 at 7:00 p.m. Guildford Library

- 9. MOTION:** “That the regular meeting is adjourned and that the Board moves in camera, pursuant to Section 90 of the Community Charter, specifically to discuss the draft 2020 Budget and approve minutes of May 23, 2019 in camera meeting of the Surrey Public Library Board.”

Trustee Down moved and Trustee Hearty seconded.

CARRIED

The Surrey Public Library Regular Board Meeting of June 27, 2019 was adjourned at 8:47 p.m.