

**Surrey Public Library Board Regular Meeting**  
**June 24, 2021 at 7:00 p.m.**  
**Microsoft Teams Teleconference**



Present: Trustees Cumming, Hearty, Herrmann, Kendler, Powell, Mann, Sahota, Saran (arr. 7:17pm), Zhen  
Regrets: Trustee Dhesa, Hong, Singh, Councillor Hundial  
Staff: Surinder Bhogal, Chief Librarian  
Michael Ho, Director, Administrative Services  
Seline Kutan, Director, Communications and Advancement  
Melanie Reynolds, Administrative Coordinator  
Observing: Sandra Cole, CUPE 402-02  
Guests: Denise Parks, Robin Price, Samantha Lee

**M I N U T E S**

**1. CALL TO ORDER**

The June 24, 2021 Regular Meeting of the Surrey Public Library Board was called to order at 7:03 pm.

**2. ADOPTION OF THE AGENDA**

**MOTION:** "That the Board adopts the agenda for its regular meeting scheduled for June 24, 2021"

Trustee Cumming moved and Trustee Powell seconded – **CARRIED**

**3. ADOPTION OF THE CONSENT AGENDA**

**Documents & Reports:**

- a) Minutes of the April 8 and 29, 2021 Regular Meeting and Special Meeting of the Surrey Public Library Board
- b) Financial Statement for the period ending May 31, 2021
- c) Audited InterLINK financial statements
- d) Corporate Report: April 19, 2021; Recommendation for Indigenous Public Art Projects in Library Facilities
- e) Corporate Report: May 31, 2021; Newton Community Centre Facility Project Award of Architectural Design and Construction Administrative Services

**Correspondence:**

- a) Surrey Libraries Annual Report to Our Community distribution to elected officials
- b) 2021 Public Library Grants Award Letter

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

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

#### **4. NEW BUSINESS**

##### **a) Surrey Libraries Facilities Master Plan 2021-2041**

**MOTION:** “That the Board approve the Surrey Libraries Facilities Master Plan 2021-2041 as presented.”

Trustee Hearty moved and Trustee Cumming seconded – **CARRIED**

##### **b) Standing Committee Terms of Reference Review**

**MOTION:** “That the Board adopts the proposed changes to the current standing committee terms of reference.”

Trustee Cumming moved and Trustee Powell seconded – **CARRIED**

**MOTION:** “That the Board moves to dissolve the Governance Working Group (GWG) and to establish a new Governance Committee with terms of reference outlined in this report, with current GWG membership transferring to the Governance Committee.”

Trustee Powell moved and Trustee Cumming seconded – **CARRIED**

##### **c) Establishing Ad-Hoc Nominations Committee**

Chief librarian to follow up by email to establish members of the Committee.

**MOTION:** “That the Board approves establishing an Ad-Hoc Nominations Committee to convene from now until the end of 2021.”

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

##### **d) Board mid-year informal self evaluation – What is working well? What can be improved?**

Feedback from several trustees on how well meetings have been conducted during COVID-19.

##### **e) Debrief of Joint Board/Management Reconciliation Session**

This Board session had very positive feedback and it was suggested that it is included in the trustee orientation yearly.

#### **5. INFORMATION ITEMS**

- a) Key Strategic Initiatives Update: Jan – May 2021
- b) Board Objectives Update: Jan – May 2021
- c) Voice of Customer Report: Jan – May 2021
- d) 2021-2025 City of Surrey Financial Plan – Library Information
- e) Committee and Liaison Updates:

- Executive: Trustee Sahota – No updates
- Finance, Programs & Services: Trustee Herrmann – No updates, to meet in early Sept
- Planning & External Relations: Trustee Saran – No updates
- Governance Working Group: Trustee Herrmann – No updates
- InterLINK: Trustee Singh – Deferred
- BCLTA: Trustee Hearty noted several courses through BCLTA

f) **Roundtable**

- Trustee Herrmann attended Breakfast with the Surrey Food Bank, and noted appreciation that staff from SPL were keynote speakers
- Chief Librarian provided a brief update on pandemic service activities:
  - o Monitoring surge in COVID-19 cases to balance staff safety and service levels.
  - o Targeting pre-pandemic service hours in September with minor modifications, e.g. 8pm weekday closure, and 4 branches with extended Sunday hours.
  - o Diversity, Equity, and Inclusion consultant hired; Board session planned for September.
  - o Surrey Libraries received a BCLA “Building Better Communities” award for Somali Storytimes and Somali Parenting workshops.

**Upcoming Events:**

a) Dash Robots Kits Launch: Monday July 12, 11am at City Centre Library

**6. NEXT LIBRARY BOARD MEETING**

September 23, 2021, at 7pm via MS Teams?

Subject to BC Restart Plan, meetings could resume in-person by September.

November 25, 2021, meeting rescheduled to December 9, 2021

**7. MOTION TO MOVE IN CAMERA**

“The Board proposes a motion to move in camera, specifically to review the 2022 budget proposal.

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

**8. MOTION TO ADJOURN**

The Surrey Public Library Regular Board Meeting of June 24, 2021 was adjourned at 8:21 pm.