

**Surrey Public Library Board Regular Meeting
October 24, 2019 at 7:00 p.m.
Surrey Libraries – Ocean Park Branch
12854-17 Avenue
Surrey, B.C.**



Present: Trustees Chang, Cumming, Down, Hearty, Herrmann, Hong, Reid Sidhu, Sahota
Regrets: Trustees Kendler, Uzama, Councillor Hundial
Staff: Surinder Bhogal, Chief Librarian
Michael Ho, Director, Administrative Services
Seline Kutan, Director, Marketing and Communications
Melanie Reynolds, Administrative Coordinator
Observing: Colin Epp, CUPE 402-02
One member of the public
Guests: Tania Thomas, Youth Services Librarian

M I N U T E S

1. CALL TO ORDER

The October 24, 2019 Regular Meeting of the Surrey Public Library Board was called to order at 7:00 p.m.

2. ADOPTION OF THE AGENDA

MOTION: "That the Board adopts the amended agenda for its regular meeting scheduled for October 24, 2019 with the addition of 5b) Equitable Public Access to E-Books and 5c) Library Award."

Trustee Hearty moved and Trustee Chang seconded

CARRIED

3. CONSENT AGENDA

Documents & Reports:

- a) Minutes of September 26, 2019 Regular Meeting of the Surrey Public Library Board.
- b) Financial Statement for the period ending September 30, 2019.

Correspondence:

- a) CULC eBooks campaign letter to Federal Election Candidates

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

Trustee Herrmann moved and Trustee Down seconded

CARRIED

4. UNFINISHED BUSINESS

- a) None

5. NEW BUSINESS

- a) Staff Presentation - Supporting Newcomers Families, Tania Thomas

Tania Thomas presented on community outreach to newcomer families. She mentioned the barriers faced by newcomers in accessing library services, the importance of working with community partners, and highlighted programs like Welcoming Stories and Somali Storytimes. The Board was appreciative of the Library’s efforts in serving this community and commended Tania and staff for their hard work.

- b) Equitable Public Access to E-Books

MOTION: “That the Board Chair and Chief Librarian bring forward the Equitable Public Access to E-Books statement to Mayor McCallum for his support and signature.”

Trustee Sahota moved and Trustee Hearty seconded

CARRIED

- c) Library Award

It was noted that Surrey Libraries received a *2019 Community Leader* award from Surrey Homelessness and Housing Society.

- d) Board Advocacy Plan

The Board discussed progress on their advocacy plan and how to continue garnering support for public libraries, particularly with elected officials. The Board Chair discussed the success of the meetings with MLAs over summer to advocate for provincial funding. There was appreciation for the recent comment MLA Rachna Singh made in the legislature in support of Library Month.

- e) Policy Reviews 6.1 General Public Relations; 6.2 Communications; 7 Copyright Infringement; 8.1 General Gifts and Fundraising; 8.2 Gift Acceptance; 8.3 Donor Recognition; 8.4 Sponsorship; 8.5 Naming Opportunities

Discussions and questions about Policy 8 were asked and answered.

MOTION: "That the proposed revisions to Policies 6-8 are approved."

Trustee Hong moved and Trustee Cumming seconded

CARRIED

- f) Library closed days for 2020

MOTION: "That the library closed days for 2020 proposed by staff be approved."

Trustee Sahota moved and Trustee Herrmann seconded

CARRIED

- g) Changing start time of November 28 Regular Meeting of the Board for Board Appreciation Dinner.

MOTION: "That the November Board Meeting be rescheduled to start at 5:30 p.m."

Trustee Down moved and Trustee Hearty seconded

CARRIED

6. INFORMATION ITEMS

- a) 2019 Board Objectives Update
Board Chair commended trustees for having such a productive year thus far.
- b) Fund Development Update
The Director of Marketing and Communications spoke to and answered questions relating to the update report on fund development included in the board package.
- c) Friends of the Library
The Director of Marketing and Communications spoke to and answered questions relating to the 'Friends of the Library' report included in the board package.

MOTION: “That the Board reviewed the report and decided to not pursue seeking the development of a Friend of the Library on the basis that it is not the best use of Library resources. Furthermore, the Board recommends that future boards do not pursue seeking the development of a Friends of the Library unless significant environmental changes occur.”

Trustee Sahota moved and Trustee Herrmann seconded.

CARRIED

- d) 2019 Employee Engagement Survey
Chief Librarian and Director, Administrative Services spoke to employee survey results. For the first time Surrey Libraries was able to have quantifiable numbers. Highlights include: 81% of staff responded to the survey, and 89% indicated they were proud to work here.
- e) InterLINK update
Trustee Down provided updates on the new InterLINK funding model and 5-year funding received from the Federal Government for the Library Champions program. Trustee Down noted the significance of leadership from the Surrey Board at the InterLINK table as he steps down as Chair.
- f) BCLTA update – Deferred
- g) Facilities Update
Director, Administrative Services highlighted delays in the Cloverdale renovation project, and that the project completion date will likely be extended. At this point, impacts to the budget are within the contingency scope.
With a reduced landscaping scope, substantial completion of Clayton construction is estimated to be sooner than projected. A late spring/early summer opening date to be confirmed.

Upcoming Events:

- a) City of Surrey Tree Lighting Festival, Civic Plaza, November 23
- b) Tree of Giving Fundraising Campaign kicks off, all Surrey Libraries branches, November 23

7. AROUND THE TABLE

- Trustee Chang – Attended the safety series for new immigrants at the Guildford branch.
- Trustee Hearty noted she made 14 thank you calls to past donors and shared the safety series for new immigrants held at the Guildford branch on social media.
- Trustee Reid Sidhu attended the Surrey Board of Trade Officer of the Year Awards.

8. NEXT LIBRARY BOARD MEETING

November 28, 2019 at 5:30 p.m. Strawberry Hill branch

The Surrey Public Library Regular Board Meeting of October 24, 2019 was adjourned at 8:19 p.m.