

**Surrey Public Library Board Regular Meeting
September 26, 2019 at 7:00 p.m.
Surrey Libraries – Guildford Branch
15105 – 105 Avenue
Surrey, B.C.**



Present: Trustees Herrmann, Hong, Kendler, Reid Sidhu (via phone), Sahota, Uzama(arr.7:42p.m.), Zafar, Councillor Hundial
Regrets: Trustees Chang, Cumming, Down, Hearty
Staff: Surinder Bhogal, Chief Librarian
Michael Ho, Director, Administrative Services
Seline Kutan, Director, Marketing and Communications
Melanie Reynolds, Administrative Coordinator
Observing: Sandra Cole, CUPE 402-02

M I N U T E S

1. CALL TO ORDER

The September 26, 2019 Regular Meeting of the Surrey Public Library Board was called to order at 6:59 p.m. With Board Chair Reid Sidhu participating over the phone, Trustee Sahota accepted the nomination to chair the meeting.

MOTION: "That Trustee Sahota is nominated to chair the meeting"

Trustee Herrmann moved and Councillor Hundial seconded

CARRIED

2. ADOPTION OF THE AGENDA

MOTION: "That the Board adopts the amended agenda for its regular meeting scheduled for September 26, 2019 with the addition of 5d) Request for After-Hours Use for Staff Memorial."

Trustee Kendler moved and Councillor Hundial seconded

CARRIED

3. CONSENT AGENDA

Documents & Reports:

a) Minutes of June 27, 2019 Regular Meeting of the Surrey Public Library Board.

- b) Financial Statement for the period ending August 31, 2019.
- c) Corporate Report: Resolution on Increased Access to Digital Publications.

Correspondence:

- a) To MPs on Resolution on Increased Access to Digital Publications

MOTION: "That the documents, reports and items be received for information"

Trustee Herrmann moved and Trustee Hong seconded

CARRIED

4. UNFINISHED BUSINESS

- a) Board Recruitment: Size and Ad-Hoc Nominations Committee

Considerations on reducing the number of trustees from 13 to 11 or 9 was discussed. Chief Librarian discussed timelines for the board recruitment and explained processes.

MOTION: "Recommendation to leave the decision of the board size to the nominations committee"

Trustee Reid Sidhu moved and Councillor Hundial seconded.

CARRIED

MOTION: "To create an ad-hoc nominations committee comprised of Trustees Reid Sidhu, Cumming, and Herrmann"

Councillor Hundial moved and Trustee Kendler seconded.

CARRIED

- b) Endowment Research

Director of Marketing and Communications presented background of the request to establish a transferrable fund with the Vancouver Foundation. Many questions were asked and answered.

MOTION: "That Surrey Public Library move the Gayle Harris Memorial Education Fund as a transferrable fund with the Vancouver Foundation"

Trustee Hong moved and Trustee Kendler seconded.

CARRIED

5. NEW BUSINESS

a) 2020 Operating Budget and Capital Plan Requests

Director of Administrative Services outlined the 2020 proposed budget. The Library's 2020 budget proposal is based on strategic priorities and community needs. It is unlikely to be fully funded given uncertainty of funding for policing transition plan in City. No new requests were approved for the 2019 budget and the Library is recommending resubmitting the same requests as 2019, in addition to operational funding for Clayton. Pending confirmation of City budget approval in December, the Library may need to revisit its strategic priorities to ensure enough resources and capacity to deliver.

MOTION: "To approve the 2020 Operating Budget and the 2020-2024 Capital Requests for submission to City of Surrey."

Councillor Hundial moved and Trustee Reid Sidhu seconded.

CARRIED

- b) Policy Review: 4.3 Interlibrary Loan; 4.4 Student Practica
- c) Policy Review: Section 5 Collections - 5.1 General; 5.2 Statement of Principles; 5.3 General Criteria for Selection; 5.4 Organization and Access; 5.5 Collection Maintenance

Chief Librarian explained various changes to the policies.

MOTION: "That the revisions to all policies under section 4 and 5 are approved"

Councillor Hundial moved and Trustee Reid Sidhu seconded.

CARRIED

- d) Request for After-Hours Use for Staff Memorial

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

Trustee Zafar moved and Trustee Kendler seconded

CARRIED

The Board discussed that requests for use of library space after-hours, which do not impact service, can be approved at the discretion of the Chief Librarian, without the need for Board approval.

MOTION: “That the Board approves the Chief Librarian’s judgement to use Library branches after hours if it has no impact to service.”

Trustee Herrmann moved and Trustee Hong seconded.

CARRIED

6. INFORMATION ITEMS

- a) Customer Satisfaction and Awareness Survey Report
Trustees commented on encouraging more participation from youth in future surveys.
- b) Board Self-Evaluation Questionnaire
Chief Librarian explained the questionnaire and requested that any suggestions for changes be sent before the October meeting.
- c) BCLTA update
Active advocacy underway with BC Library Partners for the \$20M in 2020 campaign; 10 related resolutions and a Partners Booth at UBCM
- d) InterLINK update – received via email from Trustee Down regarding the September 24 InterLINK Board meeting:
 - All member libraries will pay the 100% levy rate by 2023, phased in over 2021-2023.
 - The \$100,000 reference grant to Vancouver Public Library will be phased out by 2023.
 - By 2023 Surrey Libraries will be paying over \$40,000 less fees to InterLINK.

The Board thanked Trustee Down for his hard work in advocating for a review of the funding model in his role as the chair of the InterLINK Board.

- e) eBook advocacy update
Surrey Libraries is participating in the CULC campaign to lobby the federal government for support for the access to digital content. Chief Librarian and Board Chair presented to Council on July 27 to support a motion to MPs. Letters have been sent to local MPS and federal election candidates to request support for finding solutions to improved e-content.

Upcoming Events:

- a) Young Adult Writing Contest Gala | Wednesday, October 16, 6:30 – 8 pm | City Hall
- b) Neighbourhood Safety Series | Oct 9, Oct 16 & Oct 23, 6 – 8:30 pm | Guildford Branch
- c) Artists Reception | Sunday, September 29, 2 – 3:30 pm | Newton Branch

7. AROUND THE TABLE

- Councillor Hundial accompanied the Board Chair to various meetings with local MLAs to advocate for improved provincial funding to Libraries.

- Trustee Reid Sidhu attended various meetings with local MLAs to advocate for improved provincial funding to Libraries.
- Trustee Sahota attended various events including the Surrey Pride, Fusion Festival, Indigenous day, and MLA summer barbeques.

8. NEXT LIBRARY BOARD MEETING

October 24, 2019 at 7:00 p.m. Ocean Park Branch

- 9. MOTION:** “The Board proposes a motion to move in-camera, pursuant to Section 90 of the Community Charter, specifically to approve minutes of the June 27, 2019 in-camera meeting of the Surrey Public Library Board.”

Trustee Reid Sidhu moved and Trustee Hong seconded.

CARRIED

The Surrey Public Library Regular Board Meeting of September 26, 2019 was adjourned at 8:26 p.m.