



We create joy in discovery, foster inclusion, and promote knowledge by providing innovative experiences, spaces, and services

REGULAR BOARD MEETING MINUTES
WEDNESDAY, MAY 22, 2024
POIRIER BRANCH, PROGRAM ROOM, COQUITLAM, BC
Dinner 5:30 pm | Meeting 6:00 pm

Present:

Raymond Lee (Vice Chair)
Steve Leung (Treasurer)
Fiona McQuarrie (Trustee)
Neal Nicholson (Trustee)
Kimberly Sivak (Trustee)

Cindy Mark (Trustee)
Monica Heir (Trustee) [virtual]
Anthea Goffe (Executive Director)
Ryan Jamieson (Deputy Executive Director - minute-taker)

Regrets: Jackie Gorton, Board Chair

Presentation 1: Isabel Dos Santos, Collections Analyst Librarian, E-Branch and Collections
Rachel Burke, Manager E-Branch & Collections

Presentation 2: Sam Wink, Manager Marketing and Communications

Guests: None

Agenda Item

1. Call to order (6:28 pm) [Vice Chair Lee]

2. Approval of Agenda
#01 **Approval of Agenda**
Moved by Trustee Leung
Seconded by Trustee Sivak
Carried

3. Territorial Acknowledgement (standing item)
'We acknowledge with gratitude and respect that the name Coquitlam was derived from the hən̓q̓əmin̓əm̓ (HUN-kuh-MEE-num) word kʷikʷəłəm (kwee-KWET-lum) meaning "Red Fish Up the River". The Coquitlam Public Library is honoured to be located on the kʷikʷəłəm traditional and ancestral lands, including those parts that were historically shared with the q̓ič̓ əy' (kat-zee), and other Coast Salish Peoples.'

Priorities

4. Discussion: Territorial Acknowledgement [Trustee Sivak]
- Discussed including word 'unceded'
 - Current acknowledgement is used by the City and the City indicated that it consulted with the KFN in developing it
 - **ACTION: ED Goffe will reach out to Amanda King (new Indigenous Advisor) at the City**
5. Approve: 2024 Capital and Operating Funding Request [ED Goffe]

We create joy in discovery, foster inclusion, and promote knowledge by providing innovative experiences, spaces, and services

- #02 Motion to approve additional operational requests for 2025 budget as outlined in the decision document: ask #1, 2 & 3 (in that priority order)**
Moved by Trustee Sivak
Seconded by Trustee Nicholson
Carried
6. Update: Yearly Presentation to Council [ED Goffe]
 - ED Goffe and Deputy ED Jamieson will present to Council-in-Committee on June 17th at 2 pm. Trustees are welcome to attend in support.
 - ACTION: ED Goffe will email presentation slides to Trustees before the presentation.
7. Approve: Fine Free Materials [Deputy ED Jamieson]
#03 Motion to approve the elimination of Library fines on all materials (except select special collections) starting January 1, 2025
Moved by Trustee Sivak
Seconded by Trustee Nicholson
Carried
- Regular Business**
8. Information: Executive Director's Report, May 2024 [ED Goffe]
9. Information: Statement of Financial Activity to March 2024 [reformatted] [Trustee Leung]

CONSENT AGENDA

- Board Minutes, Committees & Reports**
10. Regular Board Meeting Minutes, April 24, 2024
11. 2024 – Action Issue Log
12. Executive Committee Meeting Minutes, April 17, 2024
13. FA Committee Meeting Minutes, April 17, 2024
14. Advocacy Meeting Minutes, March 27, 2024
15. Policy Committee Meeting Minutes, n/a
- Executive Director's Monthly Reports**
16. Statement of Financial Position to March 2024
17. T1 2024 Report to the City
- Other Meeting and Representative Reports**
18. Cultural Services Advisory Committee Representative Report (n/a)
19. BCLTA Representative Report (n/a)
- Documents, Reports, Correspondence**
20. Information: Directors' and Officers' Policy
21. Information: Advocacy Talking Points
22. Information: Board Council Buddy List
23. Information: Writers Festival Invitation to the Board

#04 Motion to approve the Consent Agenda; items pulled for discussion: 21 & 23
Moved by Trustee Djonlic
Seconded by Trustee Mark
Carried

24. Action Items Arising from Consent Agenda

Item 21: Advocacy Talking Points

- Discussed delivery van, money for shelving/wayfinding kiosk

Item 23: Writer's Festival Invitation to the Board

- Trustees can decide to attend the June 14th reception at the last minute, but an RSVP is appreciated

25. InterLINK Representative Report, May 14– verbal report [Trustee Nicholson]

- Increase in circulation in libraries had led to open pop up systems
- Recognition to ED Goffe for foresight in this

26. Council Report – City Councillor/Trustee - Verbal Report

- Town Centre Community Centre is open
- New Superintendent of RCMP

27. **Motion to Move In-Camera**

#05 Motion to move in-camera at 7:44 pm
Moved by Trustee Leung
Seconded by Trustee Lee
Carried

28. Information: Labour Relations Update

29. **In Camera (Board only)**

#06 Motion to move in-camera at 7:52 pm
Moved by Trustee McQuarrie
Seconded by Trustee Nicholson
Carried

30. HR Committee Update

31. **Motion to Move Out of In-Camera**

#07 Motion to move out of in-camera at 7:59 pm
Moved by Trustee Sivak
Seconded by Trustee Djonlic
Carried

32. Adjournment (moved/time)

#08 Motion to move adjourn at 8:00 pm
Moved by Trustee Leung
Seconded by Trustee McQuarrie

We create joy in discovery, foster inclusion, and promote knowledge by providing innovative experiences, spaces, and services

Carried

Next Regular Board Meeting:

DATE: Wednesday, June 26, 2024
PLACE: City Centre Branch
TIME: Dinner 5:30 pm; Presentation 5:45 pm; Meeting 6:00 PM



Anthea Goffe, Secretary to the Board

Date Signed: July 31/24



Jackie Gorton, Chair Library Board

Date Signed: July 24/24

REVISOR