



WEST VANCOUVER MEMORIAL LIBRARY BOARD

MINUTES

June 19, 2024, 7:00 p.m.

Via Zoom

Present: T. Wachmann [Chair], A. Krawczyk, B. Hafizi, A. Nimmons, S. Sanajou, L. Yu

Absent: S. Thompson, S. Hall

Staff: S. Felkar, S. Barton-Bridges, S. Gill, S. Dale

1. Call to Order

The meeting was called to order at 7:05 p.m.

2. Approval of Agenda

Moved by: A. Nimmons

Seconded by: B. Hafizi

THAT the Agenda be approved.

CARRIED

3. Approval of Consent Agenda

Moved by: L. Yu

Seconded by: B. Hafizi

THAT the Consent Agenda be approved.

CARRIED

The Board commented on the increase in Youth program attendance.

T. Wachmann congratulated staff on the success of these programs.

The Board spoke to the Adult Bingo card and commented that it is exceptional and an innovative idea.

4. Business Arising from Minutes

None.

5. Director

a) Update

Please see report attached report from the Acting Director.

T. Wachmann thanked the Senior Team for all their hard work during S. Hall's absence.

6. Governance

a) Board Training – Len Pierre Session

S. Felkar provided an overview of the Len Pierre Indigenous Allyship and Anti-Racism video and highlighted the following:

- Territory Acknowledgement over Land Acknowledgment
- Intention setting
- What does it mean to be an ally
- 10 things you need to know about Indigenous allyship
- The teaching of listening
- Allyship vs. solidarity
- Allyship vs. saviourism
- Misconceptions about racism in Canada
- Trigger words that might make people feel uncomfortable talking about racism
- Privilege
- Prejudice
- Decolonization
- Steps to becoming anti-racist
- Strategies to talk about racism

S. Felkar encouraged the Board to watch the Len Pierre video which was included in the package.

T. Wachmann advised that a facilitated Indigenous workshop will be scheduled for the fall. Discussion ensued and A. Krawczyk suggested that it would be helpful to have real-life case study scenarios.

7. Strategy

None.

Finance

a) 2024 Library Amended Funding Distribution Request to the Foundation

The Foundation has expressed support to help improve the Welsh concert series and as a result the major change contained in this amendment includes:

- \$60,000 to enhance the sound system, stage, and equipment in the new concert area in the Main Hall.

Moved by: A. Nimmons

Seconded by: B. Hafizi

1. To approve the submission of the Library's 2024 amended funding distribution request for a total of \$365,500, subject to the consent of the Foundation.

CARRIED

Moved by: A. Nimmons

Seconded by: B. Hafizi

2. To approve the receipt and expenditure of the amended funding from the Library Foundation in the amount of \$365,500 provided that the Library Foundation consents to the distribution.

CARRIED

b) 2025 Funding Request to the Friends

The Board thanked the Friends for their continued dedication and support to the Library.

Moved by: A. Nimmons

Seconded by: L. Yu

To approve the submission of the Library's 2025 funding distribution request to the Friends for a total of \$16,600 as follows:

1. \$7,000 for collections
2. \$9,000 for programming
3. \$600 for promotion

CARRIED

c) Board Policy Manual Update – S. 3.6 Cash Control

A. Nimmons advised that the Library no longer maintains a petty cash fund to cover expenditures of \$25 or less and has adopted the District's online submission and approval process for such expenditures.

Moved by: A. Nimmons

Seconded by: B. Hafizi

To accept the removal of section 3.6 (b) from the Board Policy Manual.

CARRIED

8. Infrastructure Committee

A. Krawczyk reported on the following projects:

- Modern Niagara has done a walkthrough of the library and are working on a design for the heating system upgrade. We anticipate the design work to be fully completed by the end of August with construction negotiations to commence in September.
- Flynn Canada started their work on performing a seismic upgrade of the North and South roofs on Monday, June 10th and it is expected it will take 6-8 weeks to complete. The rooftop parking and community garden has been closed while this work is being completed.
- The tenders for the elevator to the rooftop parking project were higher than anticipated. We have identified another lift that will fit within our budget that has its own enclosure, which should reduce cost. We have asked the lowest bidder on the project to review the redesign and provide an adjusted price. We anticipate the work to still be completed over this summer.
- The Circulation area renovation is largely complete. The one outstanding item is the privacy frosting on the glass.
- We continue preparing for the Mezzanine renovation. We have been working with the designer and lighting consultant and should have the permit package ready in late June or early July. We will also issue the tender for construction at around the same time. We are now starting to relocate.

In response to a question from the Board, staff advised that it is anticipated that the full completion of the Mezzanine renovation will likely be Summer 2025.

The Board thanked S. Gill for all his work on these projects.

9. Engagement Committee

T. Wachmann mentioned that S. Thompson thought it may not be necessary to organize two Council coffee meetings per year if there are no urgent issues; however, it was suggested that it may be helpful if the Board connect with the new Councillors in the fall.

S. Felkar noted that she met with new Deputy Municipal Manager S. Ketler and provided a tour of the Library. S. Hall will meet with S. Ketler later this summer for an orientation of the library.

T. Wachmann reported on her attendance at the information meeting regarding "Planning the Upper Lands: Creating a Sustainable Urban Community in Cypress Village and Protecting Lands in Eagleridge". A. Krawczyk will provide the Board an update at the July meeting.

A. Krawczyk encouraged Trustees to attend the Public Hearing for Cypress Village on Tuesday, July 25, 2024, and commented that as it is on Library land, it will be important to be aware of what these changes may look like. T. Wachmann will provide the Board with an update at the July meeting.

The Board HR Committee has met with the qualified applicants and recommended four candidates to Council. This will be presented to Council on Monday, June 24, 2024, for approval. We hope to have a full Board for the July meeting.

T. Wachmann invited Trustees to attend the Foundation Donor Appreciation event on Friday, June 21, 2024.

10. Council Update

On behalf of S. Thompson, T. Wachmann reported on the following:

- Proud to dedicate approximately 2000 acres of the Upper Lands to Parkland. The District has partnered with B.C. Parks Foundation who have provided a \$3 million fund for maintenance and management of park.
- The Cypress Village Public Hearing is scheduled for Tuesday, June 25, 2024.
- The Ambleside Local Area Plan (LAP) is scheduled for Monday, June 24, 2024.

11. New Business

None.

12. Date of Next Meeting

Wednesday, July 17, 2024, 7 p.m.

13. Adjournment

The meeting was adjourned at 7:46 p.m.

All documents distributed at the meeting are available for perusal upon request.



Tracy Wachmann
Chair, West Vancouver Memorial Library Board