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West Vancouver  
Memorial Library

**WEST VANCOUVER MEMORIAL LIBRARY BOARD**

**MINUTES**  
**For the meeting of**  
**November 18, 2009**  
**Storyhouse**

**Present:** P. Tutsch [Chair], M. Bergen, B. Carter, R. Day, R. Foucault,  
H. Greenwood, A. Hamilton, S. Parrott, F. Patterson, S. Walker

**Regrets:** K. Farquharson

**Staff:** A. Goodhart, L. Henderson and L. Breen

1. Call to Order

The meeting was called to order at 7:07 p.m.

2. Approval of Agenda

Under item 8 Committee Reports, B. Carter advised that he would be providing a Finance Report.

It was duly moved and seconded:

THAT the agenda be approved as amended.

CARRIED

3. Adoption of Minutes

Under item 7 Liaison Reports b) Council Update, S. Walker requested that the information regarding the Ambleside revitalization be clarified in the minutes.

It was duly moved and seconded:

THAT the Minutes of the Library Board meeting held October 21, 2009 be adopted as corrected.

CARRIED

4. Business Arising from Minutes

None

5. Correspondence

None

6. Report of the Director of Library Services

a) Patron Comments

Written comments concerning foreign languages in the Library were received from two patrons. One was related to the collection and the other was regarding the decorum in the Library. Both individuals suggested that these matters be brought to the attention of the Board.

The Trustees acknowledged the patrons comments, but did not support their views as they are not consistent with the Library's Mission and Value Statements. The Board also agreed that there should be no changes to the current acquisitions policy.

b) BCLTA Fees

BCLTA has raised their annual membership dues considerably. The Trustees debated the value of continuing to belong to this organization. It was agreed that they should support the Association because of the important advocacy work they do on behalf of the libraries in addition to the training and information they provide to library boards.

c) Fines and Fees

The Trustees received a Report from A. Goodhart with proposals for increasing the Library fees and fines for 2010. These recommendations resulted from a meeting with the other two Chief Librarians in the North Shore.

Moved by: F. Patterson

Seconded by: S. Parrott

THAT the WVML Board adopts the recommended changes to the fines and charges as presented for implementation in 2010.

CARRIED

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d) Staff Recognition

The Change Initiative will be concluded with the completion of the Welsh Hall which should be in December. A staff appreciation lunch is being planned to thank everyone for their cooperation and patience throughout the last three years of change.

The Chair thought there should also be an acknowledgement from the Board and the Foundation has indicated that they would like to be included in this as well.

A. Goodhart distributed brochures from the Child and Family Hub at the Community Centre. The Library is listed as one of the Civic Site Partners. Julia Hedley, Head of the Youth Department, has been an active participant in this initiative and A. Goodhart acknowledged Julia's involvement with the Hub.

The Public Library Association Conference is being held March 23 – 27, 2010 in Portland, Oregon. There are three stipends of \$900.00 each available for staff to apply for. The Library has also budgeted for 2 – 3 Trustees to attend at the same level of financial support. A. Goodhart asked that if there were any Board members interested in attending the Conference, they should advise her by November 27 of their intentions.

A. Goodhart circulated a Book Club package and advised the Trustees that the Adult Department created information sets for a number of books they consider good reads for the clubs to discuss. H. Greenwood commended the staff for organizing these packages.

A patron suggested to a Trustee that the Library should recruit a volunteer who could read the newspaper aloud to people who have difficulty reading the small print. A. Goodhart will refer the matter to Cheryl McGregor, Head of the Adult Department.

7. Liaison Reports

a) Council Update

S. Walker advised that the ferry from Ambleside to Coal Harbour had its inaugural run on November 17.

The results from the Value for Services surveys have been finalized and the Library scored very high.

The District Executive Team is still working on the Budget

The Chair thanked S. Walker for her report.

b) InterLINK

S. Parrott has been on the Planning Committee for the InterLINK Strategic Plan. The Committee has developed a Mission Statement and five Value Statements which will be presented to the Library Board in due course.

In addition, S. Parrott presented a motion for the Board's endorsement. She will be recommending that the InterLINK member libraries appoint their Trustee liaisons for a minimum of 2 years.

Moved by: F. Patterson  
Seconded by: M. Bergen

THAT the WVML Board strongly encourages InterLINK to recommend to its member libraries that they consider appointing the Library Trustee Liaison for a minimum of two years.

CARRIED

S. Parrott will be raising this issue at the next InterLINK meeting.

c) Foundation

A. Hamilton reported that 140 people attended the November 6 "Celebrating Our Supporters" reception. Several donations were received during the evening, though this was not the purpose of the event. Jo-Ann Wood and her committee did a great job of organizing the celebration.

A fundraising professional was hired to assist with the two Fall Ask campaigns. A. Hamilton circulated copies of the promotional materials enclosed in the mailings.

Board Trustee F. Patterson was a guest at the November meeting and she provided an update on BOOKtopia.

The next meeting will be on December 9 which is the same day as the Library Board meeting.

The Chair thanked A. Hamilton for her report.

8. Committee Reports

a) Finance

A copy of the Finance Report was included in the Trustee's e-packages.

B. Carter reviewed the revenue and expenses and provided explanations for the variances. Overall, the net year-to-date totals are exactly as they should be.

The Chair thanked B. Carter for his report.

9. New Business

The Chair advised the Trustees that following the December Board meeting there will be a social gathering at S. Parrott's home. Included in the invitation are the Foundation Directors and senior members of the Library staff. Further details will be e-mailed in due course.

10. Public Questions

None

11. Date and Place of Next Meeting

Wednesday, December 9, 2009, Storyhouse

12. Adjournment

It was duly moved and seconded:

THAT the meeting be adjourned.

The meeting was adjourned at 8:55 p.m.



CHAIR  
WVML BOARD

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

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