

**REGULAR MEETING OF THE FRASER VALLEY REGIONAL LIBRARY**

**Wednesday, January 23, 2019**

FVRL Administrative Centre  
34589 DeLair Road, Abbotsford, BC V2S 5Y1

**Attendees from the Board**

Councillor Bruce Banman, City of Abbotsford  
Councillor Susan Attrill, City of Chilliwack  
Councillor Dylan Kruger, City of Delta  
Councillor Gerry Palmer, Village of Harrison Hot Springs  
Councillor Victor Smith, District of Hope  
Councillor Gayle Martin, City of Langley  
Councillor Petrina Arnason, Township of Langley  
Councillor Ryan Svendsen, City of Maple Ridge  
Director Justin LeBlanc, Metro Vancouver  
Councillor Danny Plecas, District of Mission  
Councillor Mike Hayes, City of Pitt Meadows  
Councillor Nancy McCurrach, City of Port Coquitlam

**Regrets**

Director Dennis Adamson, Fraser Valley Regional District  
Councillor Kerstin Schwichtenberg, District of Kent  
Councillor David Chesney, City of White Rock

**Attendees from Staff**

Scott Hargrove, Chief Executive Officer  
Cathy Renshaw, Director of Organizational Development  
Heather Scoular, Director of Customer Experience  
Jeff Narver, Director of Infrastructure & Resources  
Nancy Gomerich, Director of Finance  
Emily Duquette, Executive Office and Information Manager  
Brad Fenrick, Manager of Information Technology  
Dean Kelly, Manager of Support Services  
Devan Mitchell, Deputy Manager of Information Technology and Finance  
Bryan Pezzi, Acting Communications Officer  
Nicole Glentworth, Library Manager—Chilliwack & Upper Fraser Valley  
Jo-Ann Sleiman, Acting Library Manager—Maple Ridge & Pitt Meadows  
Deborah Kendze, Manager—Mission Library & Outreach Services  
Hilary Russell, Library Manager—Abbotsford  
David Theissen, Library Manager—Township of Langley & White Rock  
Courtney Novotny, Library Manager—Delta

**CUPE Local 1698**

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### 1.00 **CALL TO ORDER**

Scott Hargrove, Chief Executive Officer, called the regular meeting of the Fraser Valley Regional Library Board to order at 9:06 am.

### 2.00 **APPROVAL OF AGENDA**

It was **MOVED** Councillor Plecas, **SECONDED** Councillor LeBlanc, **THAT** the agenda be approved as circulated.

**CARRIED**

19.01.23/01

Agenda Approved

### 3.00 **2019 ELECTION OF OFFICERS & EXECUTIVE COMMITTEE**

#### 3.01 Board Chair

Scott Hargrove, Chief Executive Officer, called for nominations for Board Chair 2019.

Councillor Plecas nominated Councillor Martin.

Scott Hargrove called twice more for further nominations. There were no other nominations.

**Councillor Martin was declared elected Board Chair by acclamation.**

Councillor Martin assumed the chair.

#### 3.02 Remaining Table Officers and Executive Committee

##### 3.021 Councillor Martin called for nominations for Vice Chair.

Councillor Plecas nominated Councillor Arnason.

Councillor Martin called twice more for further nominations. There were no other nominations.

**Councillor Arnason was declared elected Vice Chair by acclamation.**

##### 3.022 Councillor Martin called for nominations for Second Vice Chair.

Councillor Arnason nominated Councillor Plecas.

Councillor Banman nominated Councillor Attrill.

Councillor Martin called twice more for further nominations. There were no other nominations.

**Councillor Plecas was declared elected Second Vice Chair.**

##### 3.023 Councillor Martin called for nominations for BC Library Trustees Association Representative.

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Councillor Plecas nominated Councillor Martin.

Councillor Martin called twice more for further nominations. There were no other nominations.

**Councillor Martin was declared elected BCLTA Representative by acclamation.**

3.024 Councillor Martin called for nominations for InterLINK Representative.

Councillor Arnason volunteered.

Councillor Martin called twice more for further nominations. There were no other nominations.

**Councillor Arnason was declared elected InterLINK Representative by acclamation.**

3.025 Councillor Martin called for nominations for InterLINK Alternate.

Councillor Attrill volunteered.

Councillor Martin called twice more for further nominations. There were no other nominations.

**Councillor Attrill was declared elected InterLINK Alternate by acclamation.**

3.03 It was **MOVED** Councillor Banman, **SECONDED** Councillor Attrill, **THAT** the election ballots be destroyed.

**CARRIED**  
19.01.23/02

4.00 **APPROVAL OF CONSENT AGENDA**

It was **MOVED** Councillor Attrill, **SECONDED** Councillor Hayes, **THAT** the consent agenda be approved as circulated.

**CARRIED**  
19.01.23/03  
Consent Agenda Approved

5.00 **APPROVAL OF AGENDA**

It was **MOVED** Councillor Plecas, **SECONDED** Councillor LeBlanc, **THAT** the agenda be approved as circulated.

**CARRIED**  
19.01.23/04  
Agenda Approved

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### 6.00 NEW BUSINESS

#### 6.01 CEO 2018 Year End Report

Scott Hargrove, Chief Executive Officer, presented the year-end report, highlighting various achievement including the impressive number of holds on our new telescopes, our virtual reality and Inanimate Alice program, reaching 2 million eBook loans, significant bandwidth improvements, a partnership program with Manning Park Dark Skies, and the development of a new FVRL Safe Program.

It was **MOVED** Councillor Atrill, **SECONDED** Councillor Hayes, **THAT** the CEO Year End Report be received.

**CARRIED**  
19.01.23/05

#### 6.02 Finance Overview

Nancy Gomerich, Director of Finance, provided a broad overview of finance for new Board members.

It was **MOVED** Councillor Arnason, **SECONDED** Councillor Kruger, **THAT** the Finance Overview be received.

**CARRIED**  
19.01.23/06

#### 6.03 2019 Budget Amendments

It was **MOVED** Councillor Attrill, **SECONDED** Councillor Svendsen, **THAT** the 2019 FVRL Budget be amended to include a "Self Check Out Units Capital Expenditure" budget, and fully offsetting "Transfer from the IT Capital Reserve" budget, of \$350,000.

**CARRIED**  
19.01.23/07

#### 6.04 Financial Management Policy Amendment

It was **MOVED** Councillor Banman, **SECONDED** Councillor Svendsen, **THAT** the Financial Management Policy, Short-Term Debt section be amended to read:

Under the Library Act, money may be borrowed to meet the current year's expenditures, if the amount borrowed:

Is not more than 50% of FVRL's revenues from all sources in the current year, and  
Is repaid when the anticipated revenue is received.

In consideration that:

50% of revenues from all sources in fiscal 2017 was \$13,487,000, and

Member assessment funds over 90% of net operating expenses and is paid quarterly,

Short term debt, to a maximum of \$6M, may be incurred to finance the current year's expenditures, provided that it is fully repaid upon the earlier of, receipt of anticipated revenues, or one (1) year

**CARRIED**  
19.01.23/08

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### 6.05 **Board Policy Cleanup**

It was **MOVED** Director LeBlanc, **SECONDED** Councillor Attrill, **THAT** the Fragrance Controlled Environment Board Policy and the Return to Work Board Policy, now part of the FVRL Safe Program, be rescinded.

**CARRIED**

19.01.23/09

### 7.00 **OTHER BUSINESS**

There was no other business

### 8.00 **AROUND THE TABLE**

Councillor Banman noted the biggest challenge currently at the library is the parking issues due to construction, but noted it will be great when it is done.

Councillor Attrill plans on visiting some of her local libraries, and is sharing events on Facebook to spread the word for libraries.

Councillor Kruger remarked on how great the new furniture looks at the library, and all looks well.

Councillor Smith noted a trivia event happening soon, and looking for some teammates to participate in that.

Councillor Plecas is happy to see the friendliness and openness at the libraries, and also seeing more adults at the library.

Councillor Hayes is proud of our libraries and staff and noted that the recent Pyjama Storytime had 136 attendees.

Councillor McCurrach thanked the Board for their part in the building of a new library in Port Coquitlam.

Councillor Arnason is pleased to be back at the Board table. She is pleased to be advancing with a Township library master plan, a key component to keep up with the population growth. She note that she would also be interested in a mini tour of other FVRL locations.

Councillor Martin thanked the Board for allowing her to become the Chair, noting that she is very proud to be a part of FVRL. She attended the Library Champions Program graduation, thrilled with the participation of that program. She also encouraged other Board members to provide monthly reports to their local Council on library happenings.

### 9.00 **QUESTIONS**

There were no questions.

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### 10.00 **NEXT MEETING**

#### **Board Retreat**

**Wednesday, February 27, 2019 - 8 am - 4 pm**

**Thursday, February 28, 2019 - 8 am - 4 pm**

Sandman Signature Hotel Langley

8828 201 St, Langley, BC V2Y 0C8

### 11.00 **ADJOURNMENT**

It was **MOVED** Councillor Palmer, **SECONDED** Councillor Attrill, **THAT** the meeting of the FVRL Board be adjourned.

**CARRIED**

19.01.23/10

Adjournment

The meeting adjourned at 11:34 am.