DRAFT AGENDA
GREATER VICTORIA PUBLIC LIBRARY BOARD
Central Library, 735 Broughton Street
Community Meeting Room
April 24, 2018 12:00 p.m.

Acknowledgement of the traditional territory of the Esquimalt and Songhees Nations

1. APPROVAL OF AGENDA
   Motion to Approve

2. CHAIR’S REMARKS
   For Information

3. APPROVAL OF MINUTES – March 27, 2018 - Attachment #3
   Motion to Approve

4. BUSINESS ARISING FROM PREVIOUS MEETING

5. COMMITTEE REPORTS
   5.1 Planning and Policy Committee Meeting April 17, 2018 Oral Update
   For Information

6. CEO REPORT TO THE BOARD – Attachment #6
   For Information

7. NEW BUSINESS
   7.1 sxʷeŋxʷəŋ təŋəxʷ James Bay Branch opening
   For Information

8. REPORTS/PRESENTATIONS – BOARD AND STAFF
   8.1 Climate Action Kits
   For Information
   8.2 BCLTA Update
   Oral Report
   8.3 IslandLink Federation Update
   Oral Report
   8.4 Friends of the Library Update
   Oral Report

9. BOARD CORRESPONDENCE
   9.1 District of Saanich: 2018 Library Operating Budget and Five-Year Financial Plan
   Attachment #9.1
   Motion to Receive

10. IN-CAMERA BUSINESS
    Motion to Move In-Camera

11. NEXT MEETING - May 22, 2018 from 12:00p.m. - 1:30p.m.
    For Information

12. ADJOURNMENT
    Motion to Adjourn
A meeting of the Greater Victoria Public Library Board was held on the above date at the above location. The following individuals were in attendance:

**Board Members:**
- Trustee R. Martin (Chair)
- Trustee D. Begoray (Vice Chair)
- Trustee B. Beckett
- Trustee M. Boyd
- Trustee K. Burns
- Trustee B. Burton-Krahn
- Trustee T. Chung
- Trustee D. Curtis
- Trustee S. Laidlaw
- Trustee J. Loveday
- Trustee K. Murdoch
- Trustee D. Murdock
- Trustee J. Rogers
- Trustee K. Santini

**Staff:**
- Ms. M. Sawa, CEO/Secretary
- Ms. L. Jordan, Deputy CEO, Director of Strategic Development
- Ms. D. Main, Director of Human Resources
- Mr. P. McKinnon, Director of Finance and Facilities
- Mr. D. Phillips, Director of Technology and Risk Management
- Mrs. J. Windecker, Director of Public Services
- Ms. K. Marshall, Recording Secretary
- Ms. H. Hughes, CUPE President

**Regrets:**
- Trustee R. Burris
- Trustee J. Davis
- Trustee Z. King
- Trustee A. MacKinnon
- Trustee M. Sahlstrom

**CALL TO ORDER AND WELCOME**

Trustee Martin called the meeting to order at 12:00p.m.
1. APPROVAL OF AGENDA

Moved by Trustee Rogers, Seconded by Trustee Loveday

THAT the March 27, 2018 agenda be approved.                MOTION CARRIED

2. CHAIR’S REMARKS

The 2018 budget presentations to council have been completed and were well received.

A board retreat day is being planned. It will focus on the strategic plan and current state as well as board advocacy.

Trustee Burton-Krahn advised trustees of a community experiential workshop on reconciliation in April. GVPL will cover the cost of registration. Trustees interested in attending are asked to contact Kristine Marshall.

Trustee Begoray attended the Jack Knox event at the Central Branch, Opportunity Knox: Twenty Years of Award-Losing Humour Writing. It was a well received program.

Trustee Loveday informed trustees of the Victoria Voices spoken word workshops.

3. APPROVAL OF MINUTES

Moved by Trustee Burton-Krahn, Seconded by Trustee Curtis

THAT the minutes of the February 27, 2018 Regular Board Meeting be approved.                     MOTION CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETING

None

5. CEO REPORT TO THE BOARD

sxʷeŋxʷəŋ təŋəxʷ James Bay Branch update The soft launch date will be confirmed after the Easter weekend. Staff are working on a date for a media tour. A formal grand opening celebration event will be scheduled in late spring.

Ms. Sawa, CEO thanked the council representative trustees who spoke so eloquently about GVPL to their councils at the budget presentations.

There has been interest from the media in regards to Naloxone administration and opioid overdose, and the role of libraries and other public institutions. A reminder of our current practice regarding medical emergencies was circulated to GVPL staff, and supervisors are available to support staff should they have any questions.

Trustees were asked to assist as greeters at the new sxʷeŋxʷəŋ təŋəxʷ James Bay Branch. An email with details will follow once dates have been confirmed.
6. **FINANCIAL STATEMENT**


   Moved by Trustee Murdock, Seconded by Trustee Murdoch

   THAT the Statement of Financial Activity ending February 28, 2018 be approved  
   
   MOTION CARRIED

7. **NEW BUSINESS**

   7.1 2017 Provincial Libraries Grant Report

       Ms. Sawa presented the 2017 Provincial Libraries Grant Report.

   7.2 Provincial Response to the Resolutions of the 2017 Union of British Columbia Municipalities (UBCM) Convention re: B60 Library Funding

       Trustee Boyd provided the BCLTA response to resolution B60 (that UBCM call upon the provincial government to restore funding for the public library system to a level of 21 per cent of the core annual budget required to operate the British Columbia Public Library System in an efficient, effective and equitable manner) a resolution passed at UBCM. The BCLTA is urging various library associations to draft a letter in unison to the minister in response to the resolution.

8. **REPORTS/PRESENTATIONS BOARD AND STAFF**

   8.1 BCLTA Update

       Trustee Boyd spoke about the BCLTA Governance Forum on Saturday, May 12. All trustees are encouraged to attend. The forum is 8:30 – 4:00pm in Richmond with the AGM immediately following the forum. Sunday, May 13 is the trustee orientation program (TOPS).

       Trustees are asked to register for the forum by contacting Kristine Marshall. GVPL will cover the cost of registration, travel and accommodation.

   8.2 IslandLink Federation Update

       Nothing to report.

   8.3 Friends of the Library Update

       The next book sale is April 13 – April 14, 2018 in the Clubhouse behind the Juan de Fuca branch. Donated books can be brought to any branch during open hours.

9. **NEXT MEETING**

   Tuesday, April 24, 2018 12:00p.m. – 1:30p.m.

10. **ADJOURNMENT**
Moved by Trustee Loveday, Seconded by Trustee Rogers

THAT the March 27, 2018 Regular Board Meeting adjourn.

MOTION CARRIED

Meeting adjourned at 12:37pm

______________________________  ________________________________
Board Chair                                                                   Board Secretary
Facilities
sxʷeŋxʷəŋ tanaxʷ James Bay Branch
On Monday, April 9, sxʷeŋxʷəŋ tanaxʷ James Bay Branch opened its doors at 10:00 am and welcomed more than 1,600 people. A crowd gathered at the entrance eager to be the first in the branch, and opening day remained busy till closing at 6:00 pm. It was an exciting day with patrons borrowing more than 1,498 items. The City of Victoria and GVPL will hold an official grand opening in late spring.

Collections
New Climate Action To Go Kits
Staff prepared new Climate Action To Go kits to replace the original collection from 2012. The kits, offered in partnership with the CRD, help patrons to assess their household’s eco-footprint and to make positive changes. The CRD provided new and updated contents for 15 kits, which GVPL launched on April 20. The new kits include books, DVDs and tools such as a thermal leak detector, an electricity usage monitor and a digital shower timer. Similar kits will also be available through the Vancouver Island Regional Library and the library at Camosun College.

Volunteers
National Volunteer Week
Volunteers are important partners in the Greater Victoria Public Library’s mission to build community and support literacy and lifelong learning for all. We are grateful to our volunteers past and present who have played a key role in our success, and we are proud to celebrate their contributions during National Volunteer Week (April 15 to 21).

Programs and Events
April is National Poetry Month
This year is the twentieth anniversary of National Poetry Month, and GVPL hosted events to promote the study and appreciation of poetry. Governor General Award-winning poet Wendy Morton returned to deliver her popular “random acts of poetry” program; author Tiffany Stone incorporated puppets and props into poetry programs for kids and delivered an evening program that GVPL co-hosted with the Victoria Children’s Literature Roundtable; and City of Victoria Poet Laureate Yvonne Blomer and Morton will be teaming up to present an afternoon of poetry and collage on April 28.

Local Food Writers
Three local food writers participated in a panel discussion and Q&A on the topic of eating, sipping, writing and owning a food business. The event, held at the Central Branch on April 19, included authors Rebecca Wellman (First, We Brunch), Denise Marchessault (British Columbia from Scratch) and Emily Lycopolus (The Olive Oil and Vinegar Lover’s Cookbook).

STEM – Science, Technology, Engineering, Math
ActuaCanada, one of Canada’s largest STEM education organizations, awarded Science Venture, a not-for-profit affiliated with the University of Victoria, a grant to deliver programs free of charge. GVPL offers Science Venture’s kids programs throughout the year, and, thanks to the ActuaCanada grant, hosted two during Spring Break at no charge to the library.
National Canadian Film Day
Canadian film was celebrated across the country on April 18 for National Canadian Film Day, billed as the world’s largest film festival. GVPL hosted screenings at Central, Bruce Hutchison, and Juan de Fuca Branches.

Partnerships
Point in Time Homelessness Count
On March 15, Central and Juan de Fuca branches were involved in the Point in Time Count, an annual count of people experiencing homelessness. PiT Count Operations and Logistics Community Social Planning Council of Greater Victoria lead the count.

Victoria Immigrant and Refugee Centre Society
The next six week Beginner ESL Conversation Class for adults begins on April 26 in partnership with VIRCS and will be held at the Nellie McClung Branch for the first time. Offered at GVPL since 2015, this program has been hosted at Central Branch. So far, 11 people are registered and represent different language groups. This program also provides a way to promote the use of GVPL’s electronic language-learning resource, Mango Languages.

Outreach
Cool Aid Seniors Building Hillside Terrace
A GVPL Public Services librarian visited Cool Aid Seniors Building Hillside Terrace as part of a new regular series of visits to two of the three Cool Aid facilities for seniors who have struggled with homelessness, addiction and poverty. Cool Aid staff members asked for library visits as many seniors in these buildings face significant barriers. GVPL will be providing library outreach services to St. John the Divine Food Bank and the Mustard Seed.

Upcoming
Vancouver Island Library Staff Conference
The Vancouver Island Library Staff Conference takes place on Friday, April 27 at the University of Victoria – a professional development opportunity delivered in partnership by GVPL, University of Victoria, Camosun College and Royal Roads University.

May – Asian Heritage Month
GVPL will recognize Asian Heritage Month with several special programs including storytimes and a Japanese tea ceremony presented by the Urasenke Nagomi Tea Circle at Central Branch on May 12.

Emergency Preparedness Week, May 7-12
GVPL has been working with several municipalities to organize information displays on emergency preparedness. The information will be exhibited during Emergency Preparedness Week at branches throughout the library system.

Bike to Work Week, May 28 to June 3
GVPL will be part of Bike to Work Week, appearing at several of the “celebration stations” that are set up throughout the region for bikers to visit before and after work.
**Staff Opportunities**

**Presentation at University of Victoria**
A GVPL Collections Services librarian presented to an education class at the University of Victoria. She provided the class with an introduction to young adult books. GVPL teen selectors have regularly been invited to present to this class over the years.

**Pauquachin First Nation Summer School Program**
A GVPL Public Services Librarian is meeting with Pauquachin First Nation, the Saanich Peninsula Literacy task group, VIRL and GVPL to discuss SRC and summer programs for the Pauquachin summer school.

**What People Are Saying About the Library**

About sxʷeŋxʷəŋ təŋəxʷ James Bay Branch:

“Libraries have always been one of my favorite places. When I was young I loved going to the library at Blanshard and Yates, and would often leave with a pile of books almost as tall as me! It was wonderful to attend the opening of the new sxʷeŋxʷəŋ təŋəxʷ James Bay Branch today, and I’m looking forward to making new memories in this branch.” – Carol James, MLA

“Had an opportunity to stop into the new branch. It was bright and open with friendly staff. Thank you Greater Victoria Public Library.” – GVPL patron on Facebook

From Share Your Story on gvpl.ca:

“I have a vivid memory of attending a children’s program in the late 1970s about Big Foot, which both terrified and fascinated me. Fast forward 40 years and now I am a children’s librarian delivering my own programs in a public library. GVPL is where I started my lifelong reading and learning journey, and my early experiences there have inspired and informed my career path. I now take my children to GVPL whenever we visit Victoria, as this is one of my important childhood places, like Beacon Hill Park or Willows Beach.” – GVPL patron
March 21, 2018

Rob Martin
Chair, Greater Victoria Public Library Board
753 Broughton St
Victoria BC V8W 3H2

Dear Mr. Martin:


This will confirm that Council, at their meeting held March 19, 2018, passed the following resolution further to the Greater Victoria Public Library Board’s request to approve the 2018 Operating Budget and endorse the 2018-2022 Financial Plan:


An excerpt of the meeting minutes is attached for reference.

Sincerely,

[Signature]

Angila-Bains, B.A., CMC
Manager, Legislative Services

dh

Enclosure

cc: Paul Thorkelsson, CAO
Valla Tinney, Director of Finance
GREATER VICTORIA PUBLIC LIBRARY – 2018 BUDGET AND FIVE YEAR FINANCIAL PLAN


MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That the rules of procedure contained in the Council Procedure Bylaw be temporarily suspended to allow the speakers to address Council for ten minutes.”

D. Begorary, M. Sawa, and P. McKinnon, Greater Victoria Public Library (GVLP) Board, and Citizen Representatives. M. Boyd, D. Curtis, J. Davis, and S. Laidlaw were in attendance.

M. Sawa presented to Council and highlighted:
- The GVPL has over 100 partnerships and outreach activities and has the highest per capita circulation numbers in Canada.
- Budget drivers include negotiated salaries and benefits, reduced fines and fees as a result of improved communications, and building occupancy costs which continue to rise.
- Budget savers include reallocation of resources to improve services, floating collections and collaboration with partners.
- The 2018 contribution request for Saanich is a per capita increase of $2.41 which allow the GVPL to maintain services including Sunday hours and increase services as demanded.

Council discussion ensued with the following comments:
- The innovation and collaboration of GVPL staff is appreciated.
- Residents get value for their money.

In response to questions from Council, M. Sawa and P. McKinnon stated:
- Users of the GVPL are power users per capita compared to other municipalities.
- Engagement has taken place for the development of programs that appeal to all age groups.
- The increase to the contribution is comparable to cities of similar sizes and is based on assessment values and population growth.
- The demand for eBooks is high and many are bought in US dollars.
- The GVPL will continue to explore grant support.
- The ability to renew online and the reminders sent to users results in a decrease in fines.

In response to questions from Council, the Manager, Legislative Services stated the GVPL 2018 Budget and Five-Year Plan were distributed to Council as part of Saanich’s draft 2018 Financial Plan.


CARRIED