



**WEST VANCOUVER MEMORIAL LIBRARY BOARD**

**MINUTES  
For the meeting of  
October 18, 2017  
Welsh Hall East**

**Present:** D. Carter [Chair], M.J. Campbell, E. Fiss, Z. Rahim, M. Shapiro, K.R. Shimoda,  
J. Stirk, J.A. Telford, F. Zhu

**Staff:** J. Benedict, L. Breen, S. Ozirny

**Regrets:** G. Jopson, B. Soprovich

**1. Call to Order**

The meeting was called to order at 6:07 p.m.

**2. Public Comments**

There were no members of the public in attendance.

**3. Approval of the Consent Agenda**

It was duly moved and seconded:

THAT the Consent Agenda be approved as circulated.

CARRIED

**4. Approval of Agenda**

J. Benedict requested the item 7 a) Tutoring Update be presented before item 6 Closed Session.

It was duly moved and seconded:

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THAT the Agenda be approved as amended.

CARRIED

5. Adoption of Minutes

Moved by: M. J. Campbell

Seconded by: F. Zhu

THAT the Minutes of the Library Board meeting held September 20, 2017 be adopted.

CARRIED

6. Business Arising from Minutes

a) Tutoring Update

S. Ozirny provided an update on community engagement for the use of public group space. Tutors were invited to participate in informational meetings on October 2 and 4 as well as a workshop on October 11. S. Ozirny highlighted the tutors' input on potential new terms and conditions. She also added that feedback continues to be received from both tutors and parents.

She reported that the original timeline presented to the Board in September, which proposed a November implementation, has been adjusted based on the feedback. While tutors are receptive to the implementation of terms and conditions around behaviour and conduct in the near future, they requested 4 months minimum notice for changes related to time or space limits in order to minimize disruption to students and families.

The Library is currently drafting terms and conditions. After they have been implemented, S. Ozirny will report back to the Trustees on the impact they have had. The terms and conditions will apply to all users of group spaces who are delivering a service for which they receive payment.

The Chair thanked S. Ozirny for her report.

*S. Ozirny excused herself from the meeting at 6:32 p.m.*

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## 7. Closed Meeting

Moved by: J.A. Telford  
Seconded by: K.R. Shimoda

THAT the WVML Library Board approve the exclusion of the public for a closed meeting.

CARRIED

The Board proceeded with the closed meeting at 6:34 p.m.

The Chair reconvened the October 18, 2017 regular meeting of the Library Board at 7:30 p.m.

## 8. Director of Library Services

The Director had no items to bring forward for discussion or consideration.

## 9. Committee Reports

### a) Advocacy

J. Stirk congratulated Trustees on the level of participation at various community and Library events. Discussion ensued about the upcoming WVML Foundation author event and opportunities for Trustee and media engagement. M. Shapiro offered to follow up with the Foundation on suggestions for enhancing the visibility of the event with the business and technology sectors.

## 10. Liaison Reports

### a) Council

B. Soprovich was not in attendance.

### b) BCLTA

D. Carter commended J. Benedict on her work with the Association of BC Public Library Directors (ABCPLD) and superb co-ordination with BCLTA.

The BCLTA's two goals are:



1. Advocacy with the Province
2. Trustee Education

The BCLTA and the ABCPLD have been working together on communications to the Province for continued and increased funding for public libraries. Each BCLTA Director has also been assigned to reach out to other Board Chairs in B.C. to garner support for their efforts.

In addition, representatives from BCLTA, ABCPLD, the BC Libraries Cooperative and the BC Library Association had a very successful meeting with the Minister of Education, Rob Fleming.

b) Foundation

The Foundation's author event is sold-out and preparations are well in hand for it to be another extraordinary success.

11. Correspondence

No correspondence received.

12. New Business

No new business.

13. Date of Next Meeting

Wednesday, November 15, 2017, 6:00 p.m. Welsh Hall East

14. Adjournment

It was duly moved and seconded:

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:43 p.m.



**CHAIR**  
**West Vancouver**  
**Memorial Library Board**

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