

REGULAR MEETING of the NVDPL BOARD

THURSDAY, NOVEMBER 27, 2025 – 6:00 PM

In person

AGENDA

ATTENDEES

Library Board

James Mitchell – Board Chair
Barb Lawrie – Board Vice-Chair
Shiva Badiie - Trustee
Deb Blaney - Trustee
Valerie Dong – Trustee
Cyril Lopez - Trustee
Herman Mah – Council Representative

Regrets

Kulvir Mann – Trustee
Gerald Baier – Trustee

Library Staff

Jacqueline van Dyk – Library Director
Suzanne Hendriks - Executive Assistant
Meghan Crowe – Communications/Events Coordinator
Sandi Burgess – Manager, Welcoming Initiatives
Daria Hrbacek – Business Manager

Guests

Rick Danyluk – General Manager, Finance and CFO, DNV

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|---------|---|-------------|
| 6:00 PM | 1. CALL MEETING TO ORDER – BOARD CHAIR | |
| 6:01 PM | 2. ADOPTION OF AGENDA | |
| 6:02 PM | 3. REPORTS | |
| | 1. Chair's Report | (verbal) |
| | 2. Director's Report | (verbal) |
| 6:10 PM | 4. CONSENT AGENDA | |
| | 1. Operational Approval | |
| | 1. Approval of Regular Minutes of the Board – <i>September 25, 2025</i> | (att 4.1.1) |
| | 2. Reports | |
| | 1. Media Report | (att 4.2.1) |
| | 2. Board Action Items | (att 4.2.2) |
| | 3. Board Work Plan | (att 4.2.3) |
| | 4. Q3 2025 Director Quarterly Report | (att 4.2.4) |
| | 5. Q3 2025 Library Operations Report | (att 4.2.5) |
| | 6. Q3 Report on Financial Operations | (att 4.2.6) |
| | 7. KPMG Audit Planning Report | (att 4.2.7) |
| | 3. Correspondence | |
| | 1. Congratulatory Letter to Squamish Nation Council | (att 4.3.1) |

6:15 PM

5. BOARD MOTIONS/DISCUSSIONS

1. 2026 Budget Review and Feedback (att 5.1)
2. Human Resources Policies (att 5.2)
 - I. B-HR-09 Appointment of Director of Library Services
 - II. BG-HR-09 Appointment of Director of Library Services
 - III. B-HR-14 Conflict of Interest
 - IV. MG-HR-14 Conflict of Interest
 - V. B-OHS-02 Prevention of Violence in the Workplace
3. Operations Policy (att 5.3)
 - I. B-OP-01 Membership Policy
4. Operations Policy and Guideline (att 5.4)
 - I. B-OP-26 Surveillance Policy (NEW)
 - II. MG-OP-26.1 StoryLab Cameras
 - III. MG-OP-26.2 Parkgate Loading Bay Camera System
5. B-GOV-05 Trustee Recruitment & Board Schedule 2026 (att 5.5)
6. Annual Board Survey (att 5.)

7:00 PM

6. STANDING ITEMS

- 1. Updates – Committees**
 1. Finance and Audit – *Minutes, July 22, 2025* (att 6.1.1)
 2. Governance – *Minutes, May 15, 2025* (att 6.1.2)
 3. Human Resources – *Minutes, March 19, 2025* (att 6.1.3)
 4. Advocacy (verbal)
- 2. Updates – Affiliates**
 1. InterLINK (verbal)
 2. Friends of the Library (verbal)
 3. Council (verbal)

7:25 PM

7. IMPORTANT UPCOMING DATES

- **Sunday, November 30th – 4:00 – 5:00 PM**
Lighting of the Trees, Lynn Valley Village
- **Wednesday, December 3rd – All locations closed 10:00 AM- 2:30 PM**
All Staff Workshop, Seymour Golf Club
- **Thursday, December 4th – 6:00-9:00 PM**
NVDPL Board Holiday Celebration, Seymour Golf Club
- **Friday, December 5th – 5:00 – 7:30 PM**
Winter Lights, Parkgate Plaza
- **January 2026 – Date & Time TBD**
FAC Meeting (2026 Budget)
- **Thursday, January 22nd 2026 – 6:00 PM**
NVDPL 2026 Inaugural Board Meeting

7:30 PM

8. ADJOURN TO IN-CAMERA