

## REGULAR MEETING of the NVDPL BOARD

THURSDAY, JUNE 26, 2025 – 6:00 PM

In person, Lynn Valley Library

# MINUTES

### ATTENDEES

#### LIBRARY BOARD

James Mitchell – Board Chair  
Barb Lawrie – Board Vice-Chair  
Shiva Badiee - Trustee  
Gerald Baier – Trustee  
Deb Blaney - Trustee  
Valerie Dong – Trustee  
Kulvir Mann – Trustee  
Cyril Lopez - Trustee  
Herman Mah – Council Representative

#### LIBRARY STAFF

Jacqueline van Dyk – Library Director  
Meghan Crowe – Communications/Events Coordinator  
Alison Campbell – Manager, Community Connections  
Jill Klaponski – Manager, Collections

### 1. BOARD CHAIR CALLED MEETING TO ORDER – 6:02 PM

The Board Chair opened the meeting with a land acknowledgment, sharing that our libraries are located on the traditional territories of the Skwxwú7mesh (Squamish), and *salilwatał* (Tsleil-Waututh) First Nations. Their ancestors have lived here for countless generations. We are grateful for the opportunity to connect community, share knowledge and inspire stories on unceded Coast Salish Territory.

### 2. ADOPTION OF AGENDA

Board Chair requested a motion to adopt the Agenda.

**MOVED by Cyril Lopez and SECONDED by Kulvir Mann**

**THAT the Agenda for the June 26, 2025 Regular Meeting of the Board be approved.** (25-06-01)

**MOTION CARRIED**

### 3. REPORTS

**3.1 Chair's Report** – Board Chair expressed gratitude for attending the Lynn Valley Day Parade. Shared updates that a letter of invitation has been sent to the Minister of Municipal Affairs, Ravi Kahlon, who oversees BC library services; Minister Kahlon has been invited for a tour and visit during Summer Reading Club Celebrations, when children and families are present. Letters of invitation and advocacy were also sent to MP Jonathan Wilkinson and MP Terry Beech.

**3.2 Director's Report** – Director shared NVDPL's North Shore News advertisement from the Kids Design the Ads campaign, designed by local students. Gave an update on BCLA Conference where NVDPL presented on pocket and kiosk libraries, and a session in collaboration with NSEM and the Squamish Ocean Canoe Family on connecting the community, which received great

interest and attention at the conference. Director pitched the idea of a similar session for the joint North Shore Library Boards workshop with NSEM and Squamish Ocean Canoe Family, trustees were supportive. Over 3,000 kids signed up for Summer Reading Club so far; gratitude to Trustees for participating in the Librarian for a Day campaign and Lynn Valley Day parade. Parkgate renos are ongoing and nearing completion; new features include accessible entrance and meeting room doors. Air Quality Monitors are soon to launch. The Library Experience Survey currently has over 3,000 responses, surpassing 2022 totals.

**MOVED by Herman Mah and SECONDED by Deb Blaney.**

**THAT the reports be received by the Board.** (25-06-02)

**MOTION CARRIED**

#### **4. CONSENT AGENDA**

##### **4.1 Operational Approval**

**4.1.1** Approval of Regular Minutes of the Board – *April 24, 2025*

##### **4.2 Reports**

**4.2.1** Media Report – Query about American Library Association PRXchange Award. Staff reported 2024-2027 Strategic Plan won a 2024 PRXchange award, gratitude to Board and Staff for their collaboration on producing the plan.

**4.2.2** Board Action Items

**4.2.3** 2025 Board Work Plan

##### **4.3 Correspondence** – Query about sending congratulations correspondence to First Nations communities following their elections.

**4.3.1** Letter to MP Terry Beech

**4.3.2** Letter to MP Jonathan Wilkinson

**4.3.3** Letter to Minister Ravi Kahlon

**MOVED by Barb Lawrie and SECONDED by Shiva Badiee**

**THAT the Consent Agenda be adopted, and the Reports contained therein be received for information;**

**AND THAT the Minutes of the regular meeting of the Board – April 24, 2025 be approved.** (25-06-03)

**MOTION CARRIED**

<<Valerie Dong joined the meeting at 6:20 pm>>

- 5. PRESENTATION – 2025 Collections Update** – The Director introduced Jill Klaponski (JK), Manager of Collections, who presented an overview of NVDPL collections in 2025. Total circulation is up by 1.75% over last year and 58% higher than in 2020, showing a continued growth post-pandemic. Digital collection holdings increased by 8% this year, with the most heavily used platform, OverDrive through the Libby app. Our digital collection use increased through OverDrive by 27% overall from 2023 to 2024. JK reviewed the current process to actively manage the collection, with a strong focus on both growth and maintenance, including removing items from the collection (weeding). Query from trustee about what happens to books after they are weeded. JK responded that if an item is weeded based on condition, it won't be passed onto anyone; however, if the item can still be used, it will be donated to the Friends of the Library book sale or a charitable organization. Query from Chair on weeding and

historical value, especially on digital material from the early 2000s that are not on a streaming platform and cannot be purchased again. JK responded that those items are few and far between and collections staff would be consulted if an item should be reconsidered for weeding. JK provided the Board with upcoming projects for the Collections department in 2025. JK also noted a change in upcoming capital budget request due to the increase in costs for books in the current market environment. Also of note, significant space changes are planned for better accessibility within our libraries. Query from trustee on the frequency of circulation of Caring Community Kits. JK shared that the children's kits do better than the adult kits. In regard to the number of physical items that come into the collection and the number that is weeded from the collection in a year, trustee asked what is stopping the investment in more books coming in (ie, restrictions in budget or space). Director responded that an investment in adding more books would require more space and budget. Query from trustee on circulation comparisons to other library systems. Director responded that updated stats will be shared at a later date. Query from trustee on holds queues for new books or books with long holds lists. JK explained that additional copies are added based on demand from the community. Trustee commented on their support for board games and puzzles and asked if the collection composition (new vs. traditional games) shows demand for one over the other. JK responded that the classic library offerings and the new collections are both popular, evolving over time in response to demand. Query from trustee re whether the removal of fines and automatic renewals has impacted circulation or wait times. JK shared that we have not seen this at this time.

**MOVED Kulvir Mann and SECONDED by Valerie Dong**

**THAT the Library Board receive the Collections Overview presentation for information.** (25-06-04)

**MOTION CARRIED**

## **6. BOARD MOTIONS/DISCUSSIONS**

**6.1.1 B-OP-07 Collection Policy** – Director outlined proposed edits to B-OP-07 Collection Policy and B-OP-03 Request for Reconsideration, which include improvements to accessibility and plain language, strengthening NVDPL's approach to Intellectual Freedom, and amalgamating two policies to streamline related policy content into a single, comprehensive policy. Chair commented that the priority of intellectual freedom is clear in the updated changes. No further comments.

**MOVED Cyril Lopez and SECONDED by Deb Blaney**

**THAT the Library Board approve the amalgamation of policies B-OP-03 Request for Reconsideration of Library Materials and B-OP-07 Collection Policy;**

**AND THAT the Library Board adopt the amended B-OP-07 Collection Policy reflecting this amalgamation;**

**AND THAT the Library Board approve the deletion of policy B-OP-03 Request for Reconsideration of Library Materials from the policy manual.** (25-06-05)

**MOTION CARRIED**

**6.1.2 B-OP-18 Student Work Placement Requests Policy** – Director outlined changes to student work placement policy which adds more definition to the scope of work experience and practicums, and NVDPL’s approach for supporting local youth. Edits also include plain language clarification. Query about potential concerns whether restricting to North Vancouver Youth only; response that students in library-relayed programs may live anywhere. No further comments or queries on this item.

**MOVED Shiva Badiee and SECONDED by Herman Mah**

**THAT the proposed amendments to policy B-OP-18 Student Work Placements and MG-OP-18 be approved and adopted by the Board.** (25-06-06)

**MOTION CARRIED**

**6.2 Governance Policy Review**– Governance Chair Barb Lawrie outlined housekeeping changes to B-GOV-06 Trustee Development and B-GOV-08 Strategic Planning, which include minor editing and plain language edits. No comments or queries on this item.

**MOVED Kulvir Mann and SECONDED by Valerie Dong**

**THAT the proposed amendments to policies B-GOV-06 Trustee Development and B-GOV-08 Strategic Plan be approved and adopted by the Board.** (25-06-07)

**MOTION CARRIED**

## **7. ADVOCACY**

**MOVED Gerald Baier and SECONDED by Cyril Lopez**

**THAT the Board enter into the Advocacy Committee of the Whole.** (25-06-08)

**MOTION CARRIED**

## **8. STANDING ITEMS**

### **8.1 Updates – Committees**

**8.1.1 Finance and Audit** – no updates; next meeting July 24, 2025.

**8.1.2 Governance** – met on May 15, 2025. Supporting the Board Workshop session with North Shore Libraries scheduled for October 16, 2025; next meeting October 23, 2025.

**8.1.3 Human Resources** – HR Committee Chair suggested the committee meet sooner than the November meeting and will speak directly to the Director to arrange dates and topics for the agenda. Committee members recently attended BCLTA educational sessions and the Committee Chair asked how she can share her learning with the Board. Director responded that the HR Committee can add agenda items and share materials at future meetings or via email.

**8.1.4 Advocacy** – met June 26, 2025; no further discussion; next meeting November 27, 2025.

### **8.2 Updates – Affiliates**

**8.2.1 InterLINK** – no updates

**8.2.2 Friends of the Library** – no updates

**8.2.3 Council** – Councillor Mah shared an overview of District’s State of Assets, outlining the state of the District buildings, including libraries. Discussion on Board advocacy for a strong library presence in the newly developed neighbourhoods.

**9. IMPORTANT UPCOMING DATES**

Trustees noted important upcoming dates on the Agenda.

**10. ADJOURN MEETING –7:50 PM**

**MOVED by Herman Mah and SECONDED by Kulvir Mann**

**THAT the Regular Board Meeting of June 26, 2025 be adjourned.** (25-06-09)

**MOTION CARRIED**

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**Library Board Chair**

**Date**

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**Director, Library Services**

**Date**