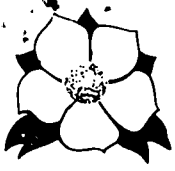


COMMITTEE MINUTES

1992

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LIBRARY
BOARD



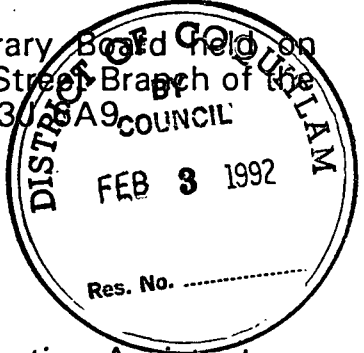
COQUITLAM PUBLIC LIBRARY
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AGENDA ITEM # 101

MINUTES of a regular meeting of the Coquitlam Public Library Board held on Tuesday, 17 December 1991, in the Board Room of the Poirier Street Branch of the Coquitlam Public Library, 575 Poirier Street, Coquitlam BC V3J 1A9



Present:

Gordon Fulton, Chairman
Pat Cooper, Vice-Chairman
Clayton Moore
Larry Stevens
Ted Nikiforuk [8:00 pm]
Barrie Lynch

Also Present:

Stan Pukesh, Director
Arlene Pocock, Administrative Assistant
Deborah Duncan, Childrens' Coordinator

Absent:

Alderman Brian Robinson

CALL TO ORDER:

Gordon Fulton, Chairman, called the meeting to order at 7:35 pm

Mr. Barrie Lynch, one of our new Library Trustees was introduced to the Board.

MINUTES

#239 Moved by Larry Stevens
Seconded by Pat Cooper

THAT the Minutes of the regular meeting
be received.
carried unanimously

#240 Moved by Pat Cooper
Seconded by Larry Stevens

THAT the Minutes of the regular meeting held
on November 19, 1991, be approved.
carried unanimously

CORRESPONDENCE RECEIVED

Item #201 - NRS Block Bros. Realty Ltd. - Donation

#241 Moved by Clayton Moore
Seconded by Pat Cooper

THAT Item #201 be received.
carried unanimously

LIBRARY STATISTICS/FINANCIAL REPORT

Item #401 - Library Statistics - November 1991

Item #402 - Financial Statement: January 1/91 - November 30/91

#242 Moved by Clayton Moore
Seconded by Larry Stevens

THAT Items #401 & 402 be received.
carried unanimously

DEPARTMENTAL REPORTS

Item #501 - Director's Monthly Report

Item #502 - Administrative Assistant's Report

Item #503 - Staff Reports

Item #504 - Librarians' Report - Deborah Duncan [verbal]

#243 Moved by Pat Cooper
Seconded by Barrie Lynch

THAT Items #501, 502, 503 & 504 be received.
carried unanimously

NEW BUSINESS

Item #801 - Annual Election of Board Officers-January 21, 1992

Item #802 - Vandalism - Employee Motor Vehicles

Item #803 - Coquitlam Public Library Board Appointments

#244 Moved by Ted Nikiforuk
Seconded by Clayton Moore

THAT Items #801, #802 & #803 be received.
carried unanimously

ADJOURNMENT

#245 Moved by Ted Nikiforuk
Seconded by Pat Cooper

THAT the regular meeting of the Coquitlam
Public Library Board adjourn.
carried unanimously

[meeting adjourned at 8:33 pm]

:as





COQUITLAM PUBLIC LIBRARY

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AGENDA ITEM
101

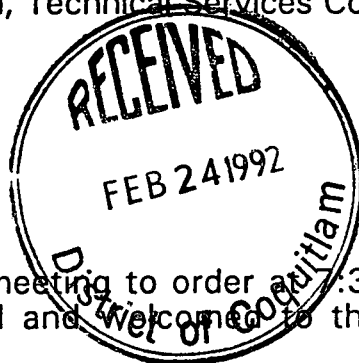
MINUTES of a regular meeting of the Coquitlam Public Library Board held on Wednesday, January 22, 1991, in the Board Room of the Poirier Street Branch of the Coquitlam Public Library, 575 Poirier Street, Coquitlam BC V3J 6A9

Present:

Also Present:

Pat Cooper, Vice-Chairperson
Larry Stevens
Ted Nikiforuk
Gerri Wallis
Art Battryn
Barrie Lynch
Alderman Brian Robinson

Stan Pukesh, Director
Arlene Pocock, Administrative Assistant
Jocelan Litton, Technical Services Coordinator



CALL TO ORDER:

Pat Cooper, Vice-Chairperson, called the meeting to order at 7:35 pm. The new Board Trustees were introduced and welcomed to the Library Board.

MINUTES

#251 Moved by Ted Nikiforuk
Seconded by Larry Stevens

THAT the Minutes of the regular meeting be received.
carried unanimously

#252 Moved by Ted Nikiforuk
Seconded by Larry Stevens

THAT the Minutes of the regular meeting held on December 17, 1991, be approved.
carried unanimously

CORRESPONDENCE RECEIVED

Item #201 - Kinsmen Club of Coquitlam; Donation
Item #202 - Share Society; Thank you
Item #203 - Canadian Union of Public Employees, #561;
Parking Lot Vandalism

#253 Moved by Barrie Lynch
Seconded by Ted Nikiforuk

THAT Item #201, #202 & #203 be received.
carried unanimously

BUSINESS ARISING FROM CORRESPONDENCE

ITEM #301 - Tabled correspondence - Item #203: Parking Lot Vandalism

#254 Moved by Barrie Lynch
Seconded by Ted Nikiforuk

THAT Item #203 be received.
carried unanimously

LIBRARY STATISTICS/FINANCIAL REPORT

Item #401 - Library Statistics - December 1991

Item #402 - Financial Statement: January 1/91 - December 31/91

#255 Moved by Larry Stevens
Seconded by Barrie Lynch

THAT Items #401 & 402 be received.
carried unanimously

DEPARTMENTAL REPORTS

Item #501 - Director's Monthly Report

Item #502 - Administrative Assistant's Report

Item #503 - Staff Reports

Item #504 - Librarians' Report - Jocelan Litton, Technical Services
Coordinator, Impact of Computerization on Technical Services.

#256 Moved by Ted Nikiforuk
Seconded by Larry Stevens

THAT Items #501, 502, 503 & 504 be received.
carried unanimously

NEW BUSINESS

Item #801 - Election of Board Officers and Appointment of Standing
Committees.

Item #802 - Approval of 1992 Meeting Schedule

Item #803 - BC Library Trustee Association - Orientation Program

#257 Moved by Ted Nikiforuk
Seconded by Larry Stevens

THAT Items #801, #802 & #803 be received.
carried unanimously

Item #801 - Election of Board Officers and Appointment of Standing Committees

Pat Cooper, Vice-Chairperson, turned the Chair over to Stan Pukesh, Director, for nominations and election proceedings.

#258 Moved by Ted Nikiforuk
Seconded by Larry Stevens

**THAT Pat Cooper be nominated as Chairperson of the Coquitlam Public Library Board for 1992.
carried unanimously**

Hearing no further nominations after calling three times, the Director declared nominations closed and Mrs. Pat Cooper - Chairperson of the Board for 1992.

Stan Pukesh then turned the Chair back to Mrs. Cooper for the remainder of the meeting.

#259 Moved by Ted Nikiforuk
Seconded by Barrie Lynch

**THAT Larry Stevens be nominated as Vice-Chairman of the Coquitlam Public Library Board for 1992.
carried unanimously**

Hearing no further nominations after calling three times, the Chairperson declared nominations closed and Mr. Larry Stevens - Vice-Chairman of the Board for 1992.

The following members of the Board agreed to sit on the committees as outlined: -

Labour Relations Committee: Pat Cooper
Larry Stevens
Art Battryn

Library Improvement Committee: Pat Cooper
Gerrie Wallis
Ted Nikiforuk
Barrie Lynch

Lower Mainland Library Council: Art Battryn
Stan Pukesh [alternate]

At this time, members of the Library Board were taken on a tour of Technical Services Department by Jocelan Litton.

ADJOURNMENT

#260 Moved by Ted Nikiforuk
Seconded by Barrie Lynch

**THAT the regular meeting of the Coquitlam
Public Library Board adjourn.
carried unanimously**

[meeting adjourned at 9:10 pm]

:as

Patricia Cooper



COQUITLAM PUBLIC LIBRARY

AGENDA ITEM

1 0 1

JUN 3 9 49 AM '92

MINUTES of a regular meeting of the Coquitlam Public Library Board held on Wednesday, April 22, 1992, in the Board Room of the Poirier Street Branch of the Coquitlam Public Library, 575 Poirier Street, Coquitlam BC V3J 6A9.

Present:

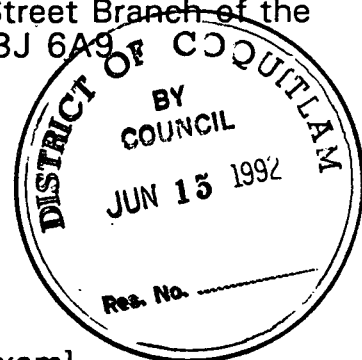
Also Present:

Pat Cooper, Chairperson
Alderman Brian Robinson
Barrie Lynch
Larry Stevens
Gerri Wallis
Ted Nikiforuk [arrived late]

Stan Pukesh, Director

Absent:

Arlene Pocock [writing exam]
Art Battryn



CALL TO ORDER:

Pat Cooper, Chairperson, called the meeting to order at 7:35 pm. There were no changes to the agenda at this time.

MINUTES

#40 Moved by Alderman Brian Robinson
Seconded by Larry Stevens

THAT the Minutes of the regular meeting be received.

carried unanimously

#41 Moved by Alderman Brian Robinson
Seconded by Larry Stevens

THAT the Minutes of the regular meeting held on March 24, 1992, be approved.

carried unanimously

CORRESPONDENCE RECEIVED

- Item #201 - Art Battryn, Trustee - Letter of Resignation
- Item #202 - Coquitlam-Port Moody Kiwanis Club - Grant
- Item #203 - Doane Raymond Pannell - Grant
- Item #204 - CUPE, Local #561, Library Div.-Appointments 92/93
- Item #205 - CUPE, Local #561, Main Local - New Executive

#42 Moved by Larry Stevens
Seconded by Alderman Brian Robinson

THAT Items #201 - #205 be received.

carried unanimously

LIBRARY STATISTICS/FINANCIAL REPORT

Item #401 - Library Statistics - March 1992

Item #402 - Financial Statement: January 1/92 - March 31,1992

#43 Moved by Barrie Lynch
Seconded by Gerri Wallis

**THAT Items #401 & 402 be received.
carried unanimously**

DEPARTMENTAL REPORTS

Item #501 - Director's Monthly Report

Item #502 - Administrative Assistant's Report

Item #503 - Staff Reports

Item #504 - BCLTA Conference Report - Delegates/Verbal

#44 Moved by Barrie Lynch
Seconded by Larry Stevens

**THAT Items #501, 502, 503 & 504 be received.
carried unanimously**

NEW BUSINESS

Item #801 - Community Recognition Wall

#45 Moved by Larry Stevens
Seconded by Gerri Wallis

**THAT Item #801 be received.
carried unanimously**

#46 Moved by Barrie Lynch
Seconded by Larry Stevens

**THAT the Coquitlam Public Library Board
authorize staff to prepare for Board
consideration a conceptual drawing
together with costs of a sponsorship wall
that would provide appropriate recognition
to community service clubs, organizations,
corporate sponsors and individuals to
acknowledge their financial contributions
to the Coquitlam Public Library.
carried unanimously**

ADJOURNMENT

#47 Moved by Gerri Wallis
Seconded by Brian Robinson

**THAT the regular meeting of the Coquitlam
Public Library Board adjourn.
carried unanimously**

[meeting adjourned at 9:15 pm]

:as

A handwritten signature in cursive script, appearing to read "Gerri Wallis".



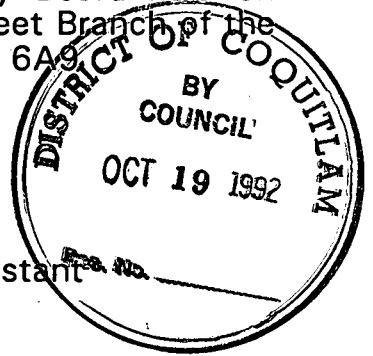
COQUITLAM PUBLIC LIBRARY

AGENDA ITEM

1 0 1

SEP 17 11:2 AM '92

MINUTES of a regular meeting of the Coquitlam Public Library Board held on Wednesday, June 17, 1992, in the Board Room of the Poirier Street Branch of the Coquitlam Public Library, 575 Poirier Street, Coquitlam BC V3J 6A9



Present:

Pat Cooper, Chairperson
Larry Stevens, Vice-Chairman
Alderman Brian Robinson
Barrie Lynch
Gerri Wallis
Jim Strangier

Also Present:

Stan Pukesh, Director
Arlene Pocock, Admin Assistant

Absent:

Ted Nikiforuk

CALL TO ORDER:

Annual Board Photo was taken outside at 7:15 p.m. prior to commencement of the regular meeting of the Board.

Pat Cooper, Chairperson called the meeting to order at 7:30 p.m. and welcomed Mr. Jim Strangier - new trustee who replaces Mr. Art Battryn. {Mr. Battryn resigned after moving from Coquitlam in April}.

Addition(s) to the Agenda: Item #202 - Coquitlam School District #43 - Thank you: re: work experience program.

MINUTES

#61 Moved by Larry Stevens
Seconded by Barrie Lynch

**THAT the Minutes of the regular meeting
be received.**
carried unanimously

#62 Moved by Barrie Lynch
Seconded by Larry Stevens

**THAT the Minutes of the regular meeting held
on May 20, 1992, be approved.**
carried unanimously

CORRESPONDENCE RECEIVED

Item #201 - Province of B.C. - Provincial Operating Support
Item #202 - School District No.43 - Thank you, Work Experience

#63 Moved by Alderman Brian Robinson
Seconded by Barrie Lynch

THAT Items #201 & #202 be received.
carried unanimously

LIBRARY STATISTICS/FINANCIAL REPORT

Item #401 - Library Statistics - May 1992
Item #402 - Financial Statement: January 1/92 - May 31, 1992

#64 Moved by Gerri Wallis
Seconded by Barrie Lynch

THAT Items #401 & 402 be received.
carried unanimously

DEPARTMENTAL REPORTS

Item #501 - Director's Monthly Report
Item #502 - Administrative Assistant's Report
Item #503 - Staff Reports
Item #504 - Librarians' Report - Teresa Lochan, Children's Librarian
Brenda Meade Husain, Assistant: verbal report on children's
programming at the Lincoln Branch.

#65 Moved by Alderman Brian Robinson
Seconded by Barrie Lynch

THAT Items #501, 502, 503 & 504 be received.
carried unanimously

NEW BUSINESS

Item #801 - Equal Access Pilot Project Agreement
Item #802 - Coquitlam Public Library Board Policy -
Reference: Section P, Personnel Policies:
Policy Addition: Documentation Fee

#66 Moved by Alderman Brian Robinson
Seconded by Larry Stevens

THAT Items #801 & #802 be received.
carried unanimously

#67 Moved by Alderman Brian Robinson
Seconded by Gerri Wallis

THAT the Coquitlam Public Library Board enter into a written agreement with the following public library boards: -

- Bowen Island Public Association Board of Management;
- Burnaby Public Library Board;
- Fraser Valley Regional Library Board;
- New Westminster Public Library Board;
- North Vancouver City Library Board;
- North Vancouver District Public Library Board;
- Port Moody Public Library Board;
- Richmond Public Library Board;
- Surrey Public Library Board;
- Vancouver Public Library Board;
- West Vancouver Memorial Library Board;

for participation in the EQUAL ACCESS PILOT PROJECT for a term of one (1) year commencing 01 August 1992 with an option to renew for a further one (1) year term, subject to the terms and conditions of the attached "final draft" agreement; AND FURTHERMORE; THAT the Coquitlam Public Library Board authorize the Board Chairman together with the Library Director to affix their signatures on behalf of the Board to the Agreement presented in both form and content satisfactory to the Boards' signatories.

carried unanimously

Item #802 - Board Policy Addition

#68 Moved by Barrie Lynch
Seconded by Jim Strangier

THAT the Coquitlam Public Library Board add a sub-section P - Personnel of the Boards policies entitled: "Documentation Fee" as follows: -

12. Documentation Fee -

An initial \$ 75.00 fee shall be assessed in respect of any wage loss/earnings information request initiated by or on behalf of any past or present employee of the Board. Information requests extending beyond the one hour covered by the initial fee shall be charged for at the rate of \$ 60.00 per hour or portion thereof. Exempt from application of the fee are the following:

- Workers Compensation Board information requests;
- Revenue Canada/Canada Pension Plan/Unemployment Insurance Commission information requests;
- Employment verification/confirmation requests;
- Board contracted employee benefit plan carrier information requests;
- Mortgage application attestation information requests;
- Municipal Superannuation (Pension) Plan information requests.

carried unanimously

ADJOURNMENT

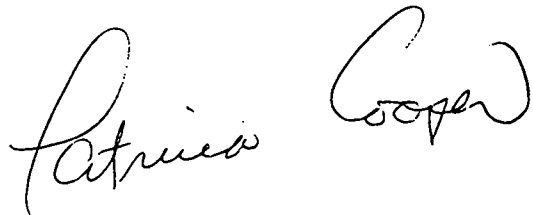
#69 Moved by Larry Stevens
Seconded by Barrie Lynch

THAT the regular meeting of the Coquitlam
Public Library Board adjourn.

carried unanimously

[meeting adjourned at 8:30 pm]

:as

Handwritten signatures of Patricia Cooper. The name 'Patricia' is written in a large, cursive script, and 'Cooper' is written in a smaller, more compact cursive script to its right.



COQUITLAM PUBLIC LIBRARY

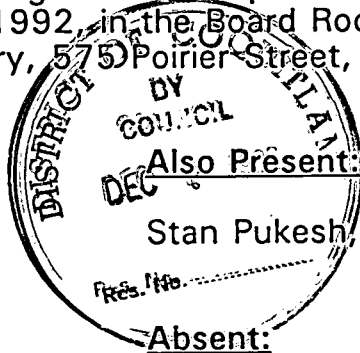
AGENDA ITEM

101

MINUTES of a regular meeting of the Coquitlam Public Library Board held on Wednesday, September 23, 1992, in the Board Room of the Poirier Street Branch of the Coquitlam Public Library, 575 Poirier Street, Coquitlam BC V3J 6A9.

Present:

Pat Cooper, Chairperson
Ted Nikiforuk
Councillor Brian Robinson
Barrie Lynch
Gerri Wallis
Jim Stangier



Stan Pukesh, Director

Absent:
Larry Stevens
Arlene Pocock [vacation]

CALL TO ORDER:

Pat Cooper, Chairperson called the meeting to order at 7:30 p.m.

MINUTES

#80 Moved by Ted Nikiforuk
Seconded by Barrie Lynch

THAT the Minutes of the regular meeting
be received.

carried unanimously

#81 Moved by Barrie Lynch
Seconded by Councillor Brian Robinson

THAT the Minutes of the regular meeting held
on June 17, 1992, be approved.

carried unanimously

CORRESPONDENCE RECEIVED

Item #201 - Unicef British Columbia - 1992 Greeting Card Campaign

#82 Moved by Councillor Brian Robinson
Seconded by Ted Nikiforuk

THAT Item #201 be received.

carried unanimously

BUSINESS ARISING FROM CORRESPONDENCE

Item #301 - Coquitlam Public Library Board/Unicef BC

- #83 Moved by Gerri Wallis
Seconded by Councillor Brian Robinson

THAT Item #301 be received.
carried unanimously

- #84 Moved by Ted Nikiforuk
Seconded by Barrie Lynch

THAT the Coquitlam Public Library Board approve the request of "Unicef British Columbia" for sales table at the Poirier Street Branch for the period - November 16 to December 19, 1992, inclusive.

Gerri Wallis opposed.

LIBRARY STATISTICS/FINANCIAL REPORT

Item #401 - Library Statistics - August 1992
Item #402 - Financial Statement: January 1/92 - August 31, 1992

- #85 Moved by Ted Nikiforuk
Seconded by Councillor Brian Robinson

THAT Items #401 & 402 be received.
carried unanimously

DEPARTMENTAL REPORTS

Item #501 - Director's Monthly Report
Item #502 - Administrative Assistant's Report
Item #503 - Staff Reports

- #86 Moved by Ted Nikiforuk
Seconded by Barrie Lynch

THAT Items #501, 502, & 503 be received.
carried unanimously

UNFINISHED BUSINESS

Item #701 - Library Automation Update - Wayne Peters
Item #702 - Recognition Wall - Verbal Update - Trustee Gerri Wallis
Item #703 - Library 1993 Goals and Objectives
Item #704 - Interlink Project Update

#87 Moved by Councillor Brian Robinson
Seconded by Ted Nikiforuk

THAT Items # 701, 702, 703 & 704 be received.
carried unanimously

ADJOURNMENT

#88 Moved by Ted Nikiforuk
Seconded by Councillor Brian Robinson

THAT the regular meeting of the Coquitlam
Public Library Board adjourn.
carried unanimously

[meeting adjourned at 9:55 pm]

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A handwritten signature in cursive script, appearing to read "Patricia Coyle". The signature is written in dark ink and is located in the lower right quadrant of the page.

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