

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, January 18, 2018**  
**ParkLane Room**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, January 18, 2018 in the ParkLane Room, Library.

**Present**

Rosario Passos (Chair)  
Afton Bell  
Daphne Herberts  
Cllr. Hunter Madsen  
Pat Merrett  
Jo-Anne Parneta  
Dave Zille

**Apologies**

Bob Elliott  
Bill Lawrie

**In Attendance**

Lynne Russell, Library Director  
Michael DeKoven, Deputy Director

**Call to Order**

**1. Call to Order**

The Chair called the meeting to order at 7:03 p.m. and welcomed Daphne Herberts and Cllr. Hunter Madsen as new Library Board trustees. Round table introductions were made.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by Jo-Anne Parneta and seconded

**THAT the agenda of the regular Library Board meeting of January 18, 2018 be approved.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by Afton Bell and seconded

**THAT all items on the consent agenda be approved or received for information as noted.**

**3.1 Minutes of regular Library Board meeting of November 23, 2017 (approval)**

**3.2 Library Director’s Report (information)**

**3.3 Media Coverage (information)**

**3.4 Customer Feedback (information)**

*Carried.*

**4. New Business**

**Library Renovation  
Project Update**

**4.1 Library Renovation Project Update**

The Library Director provided an update on the Library Renovation Project indicating that the library had re-opened its doors to the public on Monday, January 8<sup>th</sup> at 9 am. More than 7,000 items were returned on January 8<sup>th</sup> alone, and the Director praised staff for handling this volume of returns so effectively.

The Director emphasized that the renovation is still a work in progress due to contractor delays in completing items such as the library entrance area. She also indicated that simultaneous work on the building envelope had impacted the renovation. Namely, all windows on the east and north sides of the building had been removed and covered with plywood, and the Fireside Reading area had been hoarded off due to remediation work on an adjacent wall. The Director indicated that the date for completion of this remediation work was not yet known.

The Board discussed a date for the official opening of the renovated library. It was agreed that this shouldn’t occur until, at a minimum, the entrance is finished and building remediation work in the Fireside Reading area completed.

The Library Board Chair thanked staff, on behalf of the Library Board, for their hard work and dedication to completing the renovation.

**Draft InterLINK  
Agreement**

**4.2 Draft InterLINK Agreement**

The Board reviewed the draft Public Library InterLINK Agreement.

Moved by Pat Merrett and seconded

**THAT the Port Moody Public Library Board approve the draft Public Library InterLINK Agreement as circulated.**

*Carried.*

**Provisional 2018 InterLINK Budget**

**4.3 Provisional 2018 InterLINK Budget**

The provisional 2018 InterLINK Budget was briefly reviewed.

Moved by Jo-Anne Parneta and seconded

**THAT the Provisional 2018 Public Library InterLINK Budget be received for information.**

*Carried.*

**Election of Officers**

**4.4 Election of Officers**

The Library Director took the Chair and conducted elections for Board Chair and Vice-Chair for 2018. Nominations were called for from the floor.

Pat Merrett was nominated as Library Board Chair and accepted the nomination. There being no further nominations, Pat Merrett was declared elected as Board Chair by acclamation.

Dave Zille was nominated as Board Vice-Chair and accepted the nomination. There being no further nominations, Dave Zille was declared re-elected as Board Vice-Chair by acclamation.

Rosario Passos then resumed the role of meeting chair.

**Committee Representatives 2018**

**4.5 Committee Representatives 2018**

Library-related committee representatives for 2018 were discussed. Representatives are:

- BCLTA Liaison: Dave Zille
- InterLINK Board of Directors: Representative yet to be confirmed. Alternate will be Daphne Herberts.
- Arts & Culture Committee: Nominee yet to be confirmed.

There is also a vacancy for the third member of the Library Board Executive Committee, which the incoming Chair will appoint. Afton Bell indicated her interest in continuing in this position.

- Committee Representatives 2018**
- 5. Reports from Board Committees/Representatives**
- 5.1** Library Board Chair
- Rosario Passos gave a brief update on recent Board activities. Dave Zille thanked Rosario for chairing the Board during 2017, noting that it had been a very busy year for the Board.
- BCLTA**
- 5.2** BCLTA Liaison
- No updates.
- Public Library InterLINK**
- 5.3** Public Library InterLINK
- Pat Merrett highlighted attachments to the agenda including InterLINK's 2016 Report to Members and a suggested InterLINK Board Members Talking Points. She also spoke briefly to a self-evaluation recently completed by the InterLINK Board of Directors.
- Roundtable**
- 6. Roundtable**
- There was a brief roundtable update.
- Adjournment**
- 7. Adjournment**
- The meeting adjourned at 8:37 p.m.