

MINUTES

Port Moody Public Library Board
Thursday, March 15, 2018

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, March 15, 2018 in the ParkLane Room, Library.

Present

Pat Merrett (Chair)
Afton Bell
Bob Elliott
Bill Lawrie
Jo-Anne Parneta
Rosario Passos
Dave Zille

Apologies

Daphne Herberts
Cllr. Hunter Madsen

In Attendance

Lynne Russell, Library Director
Michael DeKoven, Deputy Director
Dayna Solem, Administrative Assistant

Call to Order

1. **Call to Order**

The Chair called the meeting to order at 7:02 p.m.

Approval of Agenda

2. **Approval of Agenda**

Moved by Rosario Passos and seconded

THAT the agenda of the regular Library Board meeting of March 15, 2018 be approved.

Carried.

Consent Agenda

3. **Consent Agenda**

Moved by Bill Lawrie 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 February 15, 2018 (approval)**
- 3.2 **Library Director's Report (information)**
- 3.3 **Media Coverage (information)**
- 3.4 **Customer Feedback (information)**

Carried.

4. New Business

**Library Activity
Statistics 2017**

4.1 Library Activity Statistics 2017

The Director spoke to her report, highlighting key library activity statistics for 2017 with four year or longer trend details. The data provided a look at number and type of items borrowed, active cardholders, non-resident activity, in-person visits, programs, and reference questions answered.

**2017 Financial
Snapshot**

4.2 2017 Financial Snapshot

The Director highlighted her report providing a brief snapshot of the Library's finances as of December 31, 2017.

Dayna Solem left the meeting at 7:21 p.m.

Moved by Rosario Passos and seconded

THAT the meeting move to closed session as provided in section 90(1) (c) of the Community Charter.

Carried.

The meeting returned to open session at 7:33 p.m.

Dayna Solem returned to the meeting at 7:35 p.m.

**Library Grants
Report**

4.3 Library Grants Report

The Director reviewed the library's Provincial Library Grants Report for 2017. She indicated that the Libraries Branch has stressed the importance of trustees having a strong understanding of the reporting requirements and expectations for funding.

Moved by Afton Bell and seconded

THAT the library's Provincial Library Grants Report for 2017 be received for information.

Carried.

Library Collections Reserve

4.4 Library Collections Reserve

A proposal for allocation of funds from the Books and Library Collections Reserve was discussed.

Moved by Dave Zille and seconded

THAT the Library Board approve the expenditure of up to \$4,000 from the Books and Library Collections Reserve to enhance the junior non-fiction collection in the area of support for BC's new curriculum.

Carried.

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

There was a very brief update from the Board Chair.

BCLTA

5.2 BCLTA Liaison

Dave Zille reminded trustees of the annual BCLTA conference in May. Those interested in attending should contact the Director.

Public Library InterLINK

5.3 Public Library InterLINK

Bill Lawrie indicated that he and his alternate, Daphne Herberts, attended their first meeting which included an orientation session for new InterLINK members.

Arts & Culture Committee

5.4 Arts & Culture Committee

No report.

Roundtable

6. Roundtable

There was a brief roundtable discussion. The Director thanked the board for their gift and speeches at her retirement event.

Adjournment

7. Adjournment

The meeting adjourned at 8:13 p.m.