

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, May 17, 2018**

---

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, May 17, 2018 in the ParkLane Room, Library.

**Present**

Pat Merrett (Chair)  
Daphne Herberts  
Bill Lawrie  
Cllr. Hunter Madsen  
Jo-Anne Parneta  
Dave Zille

**Regrets**

Afton Bell  
Bob Elliott  
Rosario Passos

**In Attendance**

Marc Saunders, 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 7:05 p.m.

**Approval of Agenda**

2. **Approval of Agenda**

Moved by Daphne Herberts and seconded

**THAT the agenda of the regular Library Board meeting of May 17, 2018 be approved**

*Carried.*

**Consent Agenda**

3. **Consent Agenda**

Moved Cllr. Madsen 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 April 19, 2018 (approval)**

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

**3.3 Media Coverage (information)**

**3.4 Customer Feedback (information)**

*Carried.*

**4. Old Business**

**Future Branch Location**

**4.1 Future Branch Location**

Trustees discussed possible options for the location of a new library, with consideration on how the community would be best served.

The Director was asked to prepare a general statement based on feedback, for a recommendation to approve at the June Board meeting.

**5. New Business**

**2017 Statement of Financial Information**

**5.1 The Library Director provided some background information on the Library's 2017 Statement of Financial Information (SOFI).**

Moved by Jo-Anne Parneta and seconded

**THAT the Library's 2017 Statement of Financial Information be received for information.**

*Carried.*

**6. Reports from Board Committees/Representatives**

**Board Chair**

**6.1 Library Board Chair**

The Chair was unable to attend the *Chairing the Board* session at BCLTA due to cancellation. Dave Zille will inform the Chair if another session becomes available.

The Chair indicated that she and the Director attended the annual Tri-Cities Champions for Young Children Awards of Excellence event on May 11, where she signed the Early Childhood Development Community Accord on behalf of the Library.

**BCLTA**

**6.2 BCLTA**

Dave Zille will email any updates as they become available.

**Public Library InterLINK**

**6.3 Public Library InterLINK**

No report.

**Arts & Culture  
Committee**

**6.4** Arts & Culture Committee

No report.

**Strategic Plan  
Working Group**

**6.5** Strategic Plan Working Group

The Director spoke to the Strategic Planning Process document.

Moved by Jo-Anne Parnetta and seconded

**THAT the Terms of Reference, key outputs, and project plan recommended by the Strategic Plan Working Group be approved.**

*Carried.*

Timelines will be attached to the project plan for information at the June Board meeting.

**Roundtable**

**7. Roundtable**

There was a brief roundtable discussion. It was noted that trustees have received comments from library customers on their positive interactions with library staff.

**Adjournment**

**8. Adjournment**

The meeting adjourned at 8:05 p.m.