

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, February 15, 2018**

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

**Present**

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

**In Attendance**

Lynne Russell, Library Director  
Michael DeKoven, Deputy Director  
Dayna Solem, Administrative Assistant  
Robert Simons, President, Port Moody Foundation

**Call to Order**

**1. Call to Order**

The Chair called the meeting to order at 7:13 p.m.

The Chair introduced Robert Simons, President of the Port Moody Foundation, and welcomed him to the meeting.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by Rosario Passos and seconded

**THAT the agenda of the regular Library Board meeting of February 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 January 18, 2018 (approval)
- 3.2 Library Director's Report (information)
- 3.3 Media Coverage (information)
- 3.4 Customer Feedback (information)

*Carried.*

4. New Business

**Delegation – Port Moody Foundation**

4.1 Delegation – Port Moody Foundation

Robert Simons, President of the Port Moody Foundation, provided an update on the Foundation's activities and investments. He then presented the Library Board with cheques for the library's 2017 endowment fund disbursements.

*Robert Simons left the meeting at 7:30 pm.*

**Library Renovation Project Update**

4.2 Library Renovation Project Update

The Library Director provided a verbal update on the Library Renovation Project, highlighting deficiencies yet to be addressed and building envelope work (window replacement; fireplace wall remediation) impacting completion of the library interior.

**Library Strategic Initiatives Plan 2017-Year End Report**

4.3 Library Strategic Initiatives Plan 2017-Year End Report

The Library Director spoke briefly to the year-end report on the Library's 2017 Strategic Initiatives Plan, which summarizes what was achieved by December 31<sup>st</sup>.

**Library Strategic Initiatives Plan 2018**

4.4 Library Strategic Initiatives Plan 2018

The Library Director presented the draft Library Strategic Initiatives Plan for 2018, and asked for questions and feedback from the Library Board. There were no suggested changes to the draft plan.

The Director indicated that a mid-year progress update, on achievements related to the 2018 Plan, would be provided to the Library Board at their June meeting.

**Committee  
Representatives  
2018**

**4.5** Committee Representatives 2018

Committee representatives for 2018 were confirmed as follows:

- BCLTA Liaison: Dave Zille
- InterLINK Board of Directors: Bill Lawrie (Daphne Herberts as alternate)
- Arts & Culture Committee: Rosario Passos
- Library Board Executive Committee: Board Chair (Pat Merrett); Board Vice Chair (Dave Zille); Member appointed by Board Chair (Afton Bell).

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

**Board Chair**

**5.1** Update from Library Board Chair

There was a brief update.

**BCLTA**

**5.2** BCLTA Liaison

Dave Zille strongly encouraged trustees to attend the upcoming BCLTA conference on May 12 in Richmond. New trustees were encouraged to attend the Trustee Orientation Program on May 13 at Richmond Public Library. Trustees interested in attending were asked to email the Library Director.

**Arts & Culture  
Committee**

**5.3** Arts & Culture Committee

Rosario Passos provided a brief update on Arts & Culture Committee activities.

**Roundtable**

**6. Roundtable**

There was a brief roundtable discussion.

**Adjournment**

**7. Adjournment**

The meeting adjourned at 8:25p.m.