

MINUTES

Port Moody Public Library Board
Thursday, May 16, 2019

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, May 16, 2019 in the ParkLane Room, Library.

Present

Pat Merrett (Chair)
Afton Bell
Jacquie Boyer
Chris Dunnett
Daphne Herberts
Bill Lawrie
Jo-Anne Parneta

Regrets

Cllr. Zoë Royer
Dave Zille

In Attendance

Marc Saunders, Library Director
Dayna Solem, Administrative Assistant

Call to Order

1. **Call to Order**

The Chair called the meeting to order at 7:01 p.m.

Approval of Agenda

2. **Approval of Agenda**

Moved by D. Herberts and seconded

THAT the agenda of the regular Library Board meeting of May 16, 2019 be approved.

Carried.

Consent Agenda

3. **Consent Agenda**

Moved by J. Boyer and seconded

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

- 3.1 **Minutes of regular Library Board meeting of April 18, 2019 (approval)**
- 3.2 **Correspondence (information)**
- 3.3 **Media Coverage (information)**
- 3.4 **Customer Feedback (information)**
- 3.5 **Annual Report (information)**

Carried.

4. New Business

2019 Operational Plan

4.1 Draft Operational Plan

Moved by D. Herberts and seconded

THAT the Draft Operational Plan Report be received for information.

Carried.

Additional details on initiatives were provided. The Director will develop a report for the Board's role in strategic directions for feedback and discussion at the August meeting.

Library Director's Report

4.2 Library Director's Report

The Director called for comments and questions.

Moved by J. Parneta and seconded

THAT the Library Director's Report dated May 10, 2019 be received for information.

Carried.

Collection Funding Proposal

4.3 Collection Funding Proposal

The Director provided a proposal to refresh the Library's multilingual collection through the Collections Reserve fund.

Moved by B. Lawrie and seconded

THAT the Library Board approve the expenditure of up to \$6,000 from the Books and Library Collections Reserve to enhance the Library's multilingual collections as per the proposal dated May 10, 2019.

Carried.

Policy Development Report

4.4 Library Policy Development – Draft Outline

The Director provided a draft outline for the revised Board Policy Manual, incorporating structure and organization preferences as directed at the April 2019 Board meeting.

Moved by B. Lawrie and seconded

THAT the Library Board approve the draft outline for the revised Library Policy Manual.

Carried.

Library Website Preview

4.5 Library Website Preview

The Director briefly previewed the new Library website.

ADM Letter

4.6 Ministry of Education Realignment

The letter from the Ministry of Education was received for information.

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

The Chair gave an update on Library Board activities.

The Director indicated that he would be presenting an outline of the Library's Functional Space Programming Report at a future closed council meeting.

BCLTA

5.2 BCLTA

No report.

Public Library InterLINK

5.3 Public Library InterLINK

B. Lawrie highlighted a success story from the NewToBC website.

Arts & Culture Committee

5.4 Arts & Culture Committee

C. Dunnett provided an update on the Arts & Culture Committee.

Roundtable

6. Roundtable

There was a brief roundtable discussion.

In-Camera

7. In-Camera

Dayna Solem and Marc Saunders left the meeting at 8:55 pm.

Moved by J. Boyer and seconded

THAT, as provided in sections 90 (1) (c) of the Community Charter, this meeting of the Library Board be closed to the public.

Carried.

The meeting moved out of in-camera and returned to a public forum at 9:20 p.m.

Adjournment

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The meeting adjourned at 9:20 p.m.