



**MINUTES**

**Port Moody Public Library Board**  
**Thursday, September 17, 2020**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, September 17, 2020 via Zoom.

**Present**

Pat Merrett (Chair)  
Afton Bell  
Jacquie Boyer  
Chris Dunnett  
Daphne Herberts  
Bill Lawrie  
Jo-Anne Parneta  
Cllr. Zoë Royer  
Heather Rohrlack  
Dave Zille

**Regrets**

Daniel Qin

**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 7:03 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 September 17, 2020 be approved.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by Cllr. Royer and seconded

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

**3.1 Minutes of the regular Library Board meeting of August 27, 2020 (approval)**

**3.2 Correspondence (none)**

**3.3 Media Coverage (for information)**

**3.4 Customer Feedback (for information)**

*Carried.*

**4. New Business**

**Library Director's Report**

**4.1 Library Director's Report**

The Library Director's report was received for information.

Initials of staff will be used in future Director's reports which are permanently archived as part of the Board agenda packages. Only new hires, promotions or retirements will have full names.

*D. Solem left the meeting at 7:21 p.m.*

The meeting moved in-camera at 7:21 p.m.

**In-camera**

**In-camera**

Moved by J. Boyer and seconded

**THAT, as provided in section 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 7:38 p.m.

*D. Solem returned to the meeting at 7:39 p.m.*

- 1) Library 2021-2025 Financial Plan Submission Report**
- 2) Operating GL Summary 2021-2025**

**4.2 Library 2021-2025 Financial Plan Submission**

The Library Director spoke to the Library's draft 2021-2025 Five Year Financial Plan, as based on the Director's report dated September 11, 2020.

Moved by J. Parneta and seconded

**THAT the library's 2021-2025 Five Year Financial Plan submission be approved and forwarded to the City of Port Moody's Finance Department.**

*Carried.*

**Proposal to Create Circulating Ukulele Collection**

**4.3 Proposal to Create Circulating Ukulele Collection**

The Director presented a proposal for establishing a small, circulating ukulele collection with a goal to support the Library's programming and encourage musical literacy, social inclusion and personal reward from creating music.

Moved by A. Bell and seconded

**THAT the Library Board approve the expenditure of up to \$1,000 from the Library Books & Collections Reserve to create a Circulating Ukulele Collection.**

*Carried.*

**Proposal to Create Storytime in a Bag Collection**

**4.4 Proposal to Create Storytime in a Bag Collection**

The Director presented a proposal to provide quality early learning activity kits to those who face barriers in accessing online programming.

Moved by B. Lawrie and seconded

**THAT the Library Board approve the expenditure of up to \$1,000 from the Library Books & Collections Reserve to create a Storytime in a Bag Collection.**

*Carried.*

**Proposal to Create Social Justice Book Club Sets**

**4.5 Proposal to Create Social Justice Book Club Sets**

The Director presented a proposal recommending the creation of 11 book club sets of social justice titles to support Library programming and facilitate self-education.

Moved by J. Boyer and seconded

**THAT the Library Board approve the expenditure of up to \$3,900 from the Library Books & Collections Reserve to create book club sets of Social Justice material.**

*Carried.*

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

**Board Chair**

**5.1 Update from Library Board Chair**

The Chair gave a brief report on Library Board activities.

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|-------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------|
| <b>Policy Review Committee</b>      | <b>5.2</b> | Policy Review Committee<br><br>No report.                                                                                   |
| <b>BCLTA</b>                        | <b>5.3</b> | BCLTA<br><br>D. Zille will forward information on low cost or free workshops for trustees.                                  |
| <b>Public Library InterLINK</b>     | <b>5.4</b> | Public Library InterLINK<br><br>No report.                                                                                  |
| <b>Arts &amp; Culture Committee</b> | <b>5.5</b> | Arts & Culture Committee<br><br>C. Dunnett gave a brief report on Arts & Culture Committee activities.                      |
| <b>Roundtable</b>                   | <b>6.</b>  | Roundtable<br><br>There was a brief roundtable.<br><br>The Board expressed their appreciation of the staff work being done. |
| <b>Adjournment</b>                  | <b>7.</b>  | <b><u>Adjournment</u></b><br><br>The meeting adjourned at 8:45 p.m.                                                         |