



**MINUTES**

**Port Moody Public Library Board**  
**Thursday, November 19, 2020**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, November 19, 2020 via Zoom.

**Present**

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

**Regrets**

Heather Rohrlack

**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 7:02 p.m.

The Chair acknowledged that D. Zille and H. Rohrlack would not be returning to the board, and thanked both for their years of service.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by J. Boyer and seconded

**THAT the agenda of the regular Library Board meeting of November 19, 2020 be approved, as amended**

**Under 4.2 Library Board Recruitment Process**

**Replace: For information and discussion**

**with**

**THAT the Library Board take a more active role in future board recruitment by advertising, screening, and**

**recommending potential trustees to City Council.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by D. Herberts 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 October 15, 2020 (approval)**

**3.2 Correspondence (none)**

**3.3 Media Coverage (for information)**

**3.4 Customer Feedback (none)**

*Carried.*

**4. New Business**

**Library Director's Report**

**4.1 Library Director's Report**

The Library Director's report was received for information.

**Library Board Recruitment Process Report**

**4.2 Library Board Recruitment Process Report**

The Library Board Recruitment Process Report was received for information and discussion.

Moved by J. Parneta and seconded

**THAT the Library Board take a more active role in future board recruitment by advertising, screening, and recommending potential trustees to City Council.**

*Carried.*

**Proposed Meeting Schedule Report**

**4.3 Proposed Meeting Schedule Report**

The Director spoke briefly to the proposed 2021 Library Board meeting dates.

Moved by D. Herberts and seconded

**THAT the proposed Library Board Meeting Schedule for 2021 be approved.**

*Carried.*

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

**Board Chair**

**5.1** Update from Library Board Chair

No report.

**Policy Review Committee**

**5.2** Policy Review Committee

The Policy Review Committee made a recommendation to eliminate the processing fee charged for lost and damaged children's material.

- 1) Policy Report – Fees and Charges policy**
- 2) Policy Report – Art Displays**

Moved by Daniel Qin and seconded

**THAT the Library Board approve amending Section 3.1 of the Board's Fees and Charges Policy (Policy F1) by adding another line in the paragraph saying**

**Processing charges will not be collected for lost children's materials.**

**And**

**THAT the Library Board approve amending Section 4.2 of the Board's Fees and Charges Policy (Policy F1) by adding another line in the paragraph saying**

**Processing charges will not be collected for damaged children's materials.**

*Carried.*

The Policy Review Committee made a recommendation to remove the Art Displays policy.

Moved by J. Boyer and seconded

**THAT the Library Board approve withdrawing the *Art Displays* policy.**

*Carried.*

**BCLTA**

**5.3** BCLTA

D. Zille sent the November bulletin to trustees via email.

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|-------------------------------------|------------|--|
| <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 provided an update on the Arts & Culture Committee.   |
| <b>Roundtable</b>                   | <b>6.</b>  | Roundtable<br><br>There was a brief roundtable.<br><br><i>M. Saunders and D. Solem left the meeting at 8:12 p.m.</i>   |
| <b>In-camera</b>                    | <b>7.</b>  | In-camera<br><br>Moved by 8:13 and seconded<br><br><b>THAT, as provided in section 90(1) (c) of the Community Charter, this meeting of the Library Board be closed to the public.</b><br><br><i>Carried.</i><br><br>The meeting moved out of in-camera and returned to a public forum at 8:25 p.m. |
| <b>Adjournment</b>                  | <b>8.</b>  | <b><u>Adjournment</u></b><br><br>The meeting adjourned at 8:25 p.m.  |