



## MINUTES

### Port Moody Public Library Board Thursday, January 21, 2021

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, January 21, 2021 via Zoom.

#### **Present**

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

#### **In Attendance**

Marc Saunders, Library Director  
Michael DeKoven, Deputy Director  
Dayna Solem, Administrative Assistant  
Meghan Lahti, Council Representative alternate  
Robert Simons, President, Port Moody Foundation

#### **Call to Order**

##### **1. Call to Order**

The Chair called the meeting to order at 7:03 p.m.

The Chair welcomed Robert Simons and Councillor Lahti to the meeting.

#### **Approval of Agenda**

##### **2. Approval of Agenda**

Moved by D. Herberts and seconded

**THAT the agenda of the regular Library Board meeting of January 21, 2021 be approved**

*Carried.*

#### **Port Moody Foundation Presentation**

##### **3. Port Moody Foundation Presentation**

R. Simons, President of the Port Moody Foundation advised that the 2020 endowment fund disbursement cheques have been delivered to the Library Director.

*R. Simons left the meeting at 7:13 p.m.*

**Consent Agenda**

**4. Consent Agenda**

Moved by J. Parneta and seconded

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

- 4.1 Minutes of the regular Library Board meeting of November 19, 2020 (approval)**
- 4.2 Correspondence (for information)**
- 4.3 Media Coverage (none)**
- 4.4 Customer Feedback (for information)**

*Carried.*

**Election of Board Chair**

**5. Special Orders**

**5.1 Election of Board Chair**

In accordance to section 7(1) of the *Library Act*, the Library Director took the Chair and conducted the election for Board Chair.

P. Merrett was nominated as Library Board Chair and accepted the nomination. There being no further nominations, P. Merrett was declared re-elected as Board Chair by acclamation.

P. Merrett resumed the role of meeting Chair.

**Election of Board Vice-Chair**

**5.2 Election of Board Vice-Chair**

The Chair called for nominations for the position of Board Vice-Chair.

D. Herberts and A. Bell were nominated for the position of Board Vice-Chair. A. Bell declined the nomination. D. Herberts accepted the nomination. There being no further nominations, D. Herberts was declared elected as Board Vice-Chair by acclamation.

**Committee Representatives 2021**

**5.3 Committee Representatives 2021**

Library-related committee representatives for a one-year term were discussed and confirmed as follows:

- BCLTA Liaison: D. Herberts
- InterLINK Board of Directors: B. Lawrie  
InterLINK Alternate: TBD
- Library Board Executive Committee (3<sup>rd</sup> member):  
A. Bell

		<ul style="list-style-type: none"> <li>Arts &amp; Culture Committee: J. Boyer</li> </ul>
<b>Ad Hoc Committee Appointments</b>	<b>5.4</b>	<p>Ad Hoc Committee Appointments</p> <p>Policy Review Committee: J. Boyer, C. Dunnett, D. Herberts, and D. Qin.</p>
	<b>6.</b>	<b><u>New Business</u></b>
<b>Library Director's Report</b>	<b>6.1</b>	<p>Library Director's Report</p> <p>The Library Director's report was received for information.</p>
<b>Provisional 2021 InterLINK Budget</b>	<b>6.2</b>	<p>Provisional 2021 InterLINK Budget</p> <p>The Chair opened the floor to questions and comments. B. Lawrie highlighted that the Port Moody Public Library is InterLINK's 2<sup>nd</sup> highest net lender.</p> <p>Moved by D. Herberts and seconded</p> <p><b>THAT the InterLINK 2021 Provisional Budget was received for information and discussion.</b></p> <p><i>Carried.</i></p>
<b>Fund Development Report</b>	<b>6.3</b>	<p>Fund Development Report</p> <p>The Library Director provided a report on funds held by the Port Moody Public Library. A more detailed report on fund development will be included in a future meeting.</p>
<b>Board Strategic Initiatives Updated</b>	<b>6.4</b>	<p>Board Strategic Initiatives updated</p> <p>The Library Director provided an update on Board Strategic Initiatives for information and discussion. It was agreed that this year's main focus will be on the Board's recruitment process and policy review.</p>
<b>Board Agenda Planning 2021 Report</b>	<b>6.5</b>	<p>Board Agenda Planning 2021 Report</p> <p>The draft Agenda Plan was received for information, discussion and direction. The format was met with approval.</p>
	<b>7.</b>	<b><u>Reports from Board Committees/Representatives</u></b>
<b>Board Chair</b>	<b>7.1</b>	<p>Update from Library Board Chair</p>

The Chair encouraged trustees to fill out the City's Official Community Plan survey by February 7.

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| <b>BCLTA</b>                        | <b>7.2</b> | <b>BCLTA</b><br><br>The Library Director will continue to share opportunities for Board training.            |
| <b>Public Library InterLINK</b>     | <b>7.3</b> | <b>Public Library InterLINK</b><br><br>B. Lawrie gave a brief report on Public Library InterLINK activities. |
| <b>Arts &amp; Culture Committee</b> | <b>7.4</b> | <b>Arts &amp; Culture Committee</b><br><br>Cllr. Royer provided an update on the Arts & Culture Committee.   |
| <b>Roundtable</b>                   | <b>8.</b>  | <b>Roundtable</b><br><br>There was a brief roundtable.   |
| <b>Adjournment</b>                  | <b>9.</b>  | <b><u>Adjournment</u></b><br><br>The meeting adjourned at 8:55 p.m.  |