



MINUTES

Port Moody Public Library Board
Thursday, March 18, 2021

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, March 18, 2021 via Zoom.

Present

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

Regrets

Meghan Lahti

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 B. Lawrie and seconded

THAT the agenda of the regular Library Board meeting of March 18, 2021 be approved, as amended:

Remove agenda item 4.3 Library Advocacy – CELA and NNELS

Carried.

Consent Agenda

3. Consent Agenda

Moved by J. Parneta 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 February 18, 2021 (approval)

3.2 Correspondence (none)

3.3 Media Coverage

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 Facility Master Plan Proposal

4.2 Library Facility Master Plan Proposal

The Director spoke to the recommendation to request funds to create a library facility master plan.

Moved by D. Herberts and seconded

THAT staff prepare a capital project proposal for the creation of a library facility master plan in 2022.

Carried.

Request to Transfer Funds Report

4.3 Request to Transfer Funds Report

Due to COVID-19 supply chain problems, collection materials ordered on the 2020 budget were not received by yearend.

Moved by B. Lawrie and seconded

THAT the Library Board approve the transfer of \$26,000 from the Library Books & Collections Reserve (3402-11) to pay for materials not received in 2020.

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.

Policy Review Committee

5.2 Policy Review Committee

The Policy Review Committee made recommendations to revise the Fees and Charges Policy, contingent on the withdrawal of the Interlibrary Loans and Suspension of

Library Privileges policies.

Moved J. Boyer and seconded

THAT the Library Board approve withdrawing D3 Interlibrary Loans policy.

Carried.

Moved D. Herberts and seconded

THAT the Library Board approve withdrawing C2 Suspension of Library Privileges policy.

Carried.

Moved B. Lawrie and seconded

THAT the Library Board approve amending F1 Fees and Charges policy by adding sections 9 and 10 as per the attached draft policy revision.

Carried.

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|-------------------------------------|------------|---|
| BCLTA | 5.3 | BCLTA

Trustees were reminded of the many online training opportunities offered by BCLTA. |
| Public Library InterLINK | 5.4 | Public Library InterLINK

B. Lawrie provided a brief informational update. |
| Arts & Culture Committee | 5.5 | Arts & Culture Committee

J. Boyer gave an update on the Arts & Culture Committee. |
| Roundtable | 6. | Roundtable

There was a brief roundtable. |
| Adjournment | 7. | <u>Adjournment</u>

The meeting adjourned at 8:15 p.m. |