



Minutes

Regular Meeting - Port Moody Public Library Board

Thursday, February 16, 2023

7:00 p.m.

ParkView Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, February 16, 2023 in the ParkView Room.

Present

Daphne Herberts (Chair)
Jacquie Boyer
Kasturi Ghosh
Bill Lawrie
Amy Lubik, Council Representative
Brenda Seraphim
Valerie Simons

Regrets

Jennifer Kasuya
Jennifer Smith

In Attendance

Marc Saunders, Library Director
Heather Hadley, Deputy Director
Ilene Cadette, Interim Administrative Assistant

Guest

Joanne Parnetta, Port Moody Foundation

1. Call to Order

The Chair called the meeting to order at 7.00 pm

2. Approval of Agenda

Moved by B. Lawrie and seconded

THAT the February 16, 2023 Library Board meeting agenda be approved.

Carried.

3. Guest Presentation – Port Moody Foundation – Joanne Parnetta

J. Parnetta gave a brief history of the Port Moody Foundation and its involvement with the Library. The Foundation holds two endowments for the library and makes annual payments based on those funds.

4. Consent Agenda

Moved by B. Lawrie and seconded

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

- 4.1 Minutes of regular Library Board meeting of January 19, 2023 (for approval)
- 4.2 Media Coverage (for information)
- 4.3 Library Activity Overview (for information)
- 4.4 Revenue and Expense Report to January 31, 2023 (for information)
- 4.5 Liability Insurance (for information)
- 4.6 Updated Actuals from InterLINK for 2022 (for information)

5. New Business

Director's Report

5.1 Library Director's Report

The Library Director's Report was received for information.

Incident Report Summary

5.2 Incident Report Summary for 2022

The incident report summary for 2022 was received for information. For a library and community of our size, we have relatively few reportable incidents.

Provincial Library Grants Report 2022

5.3 Provincial Grants Report

Moved by J. Boyer and seconded

Recommendation:

THAT the Provincial Grants Report 2022 be approved.

J. Boyer noted a minor correction on page 62.

Carried.

Staff Report and Presentation

5.4 Presentation to Council 2023 - draft

D. Herberts reviewed the draft presentation to be made to Council. We have until the date is selected by Council to hear the presentation to make any amendments.

- 6. Reports from Board Committees/Representatives**
- Board Chair** **6.1 Update from Library Board Chair**
- Thank you to the Board members who were able to sign and attend the retirement luncheon for D. Solem.
- Policy Review Committee** **6.2 Policy Review Committee**
- Moved by J. Bower and seconded.
- Recommendation
- THAT the Library Board approves amending the *Fees and Charges* policy so that patrons are no longer able to receive a refund after paying for lost material.**
- J. Bower recommended a slight amendment to the wording of section 3.2.
- Carried.*
- InterLINK** **6.3 Public Library InterLINK**
- There was nothing new to report. The next meeting will be held on March 7, 2023.
- Arts & Culture Committee** **6.4 Arts & Culture Committee**
- This committee is hoping to reconvene in a few months.
- 7. Roundtable**
- A brief roundtable was held.
- 8. In-Camera**
- No in-camera meeting was held.*
- 9. Adjournment**
- The meeting was adjourned at 8.00 pm.