



Agenda

Regular Meeting - Port Moody Public Library Board

Thursday, July 20, 2023

7:00 p.m.

ParkView Room

	1. Call to Order
Agenda (pp 1-2)	2. Approval of Agenda
	Recommendation: THAT the July 20, 2023 Library Board meeting agenda be approved.
	3. Consent Agenda
Minutes (pp 3-5)	3.1 Minutes of regular Library Board meeting of June 15, 2023 (for approval)
Media Coverage (via email)	3.2 Media Coverage (for information)
Library Activity Report (pp 6-7)	3.3 Library Activity Overview (for information)
1) Revenue and Expense Report to June 30 (staff report) (p 8)	3.4 Revenue and Expense Report to June 30, 2023 (for information)
2) Revenue and Expense Report to June 30 (pp 9-15)	
	Recommendation: THAT all items on the consent agenda be approved or received for information as noted.
	4. New Business
Director's Report (pp 16-20)	4.1 Library Director's Report
	For information and discussion.
1) Staff Report (pp 21-28)	4.2 Assessment of Sunday Hours
	Background for the 2024 budget discussion

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| <ul style="list-style-type: none"> 1) Staff Report (pp 29-35) 2) 2024-2028 Financial Plan Guidelines for Staff (pp 36-51) 3) Operating Plan Summary (pp 52-56) 4) Budget Highlights (pp 57-58) 5) 2023 Public Library Provincial Grant Allocations (pp 59-122) 6) Letter – Library Enhancement Grant June 2023 (pp 123-124) | <p>4.3 Library 2024 Budget Submission</p> <p>Recommendation – Option 1</p> <p>THAT the library’s 2024-2028 Five Year Financial Plan submission be approved and forwarded to the City of Port Moody’s Finance Department to maintain the same service levels as 2023 but include four additional Circulation Assistant hours on Sundays,</p> <p>AND THAT the list of proposed projects be approved to be funded through the Public Library Enhancement Grant.</p> <p>Recommendation – Option 2</p> <p>THAT the library’s 2024-2028 Five Year Financial Plan submission be approved and forwarded to the City of Port Moody’s Finance Department to maintain the same service levels as 2023,</p> <p>AND THAT the list of proposed projects be approved to be funded through the Public Library Enhancement Grant.</p> |
| <p>Staff Report (pp 125-126)
Trustee Application Form (p 127)</p> | <p>4.4 Library Board Recruitment Process – Annual Review</p> |
| | <p>5. Reports from Board Committees/Representatives</p> |
| <p>Board Chair</p> | <p>5.1 Update from Library Board Chair</p> |
| <p>Policy Review Committee</p> | <p>5.2 Policy Review Committee</p> <p>5.3 Fund Development Committee</p> |
| <p>InterLINK</p> | <p>5.4 Public Library InterLINK</p> |
| <p>Arts, Culture & Heritage Committee</p> | <p>5.5 Arts, Culture & Heritage Committee</p> |
| | <p>6. Roundtable</p> |
| | <p>7. In-Camera (<i>Agenda sent separately</i>)</p> |
| | <p>8. Adjournment</p> |