



## Minutes

### Regular Meeting - Port Moody Public Library Board

Thursday, October 26, 2023

7:00 p.m.

Brovold Room

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, October 26, 2023 in the Brovold Room.

#### **Present**

Daphne Herberts (Chair)  
Jacquie Boyer  
Kasturi Ghosh  
Jennifer Kasuya  
Bill Lawrie  
Amy Lubik, Council Representative (arrived at 7:05 p.m.)  
Brenda Seraphim  
Valerie Simons  
Jennifer Smith

#### **Regrets**

None

#### **In Attendance**

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

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

The Chair called the meeting to order at 7:00 p.m.

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

Moved by B. Lawrie and seconded

**THAT the October 26, 2023 Library Board meeting agenda be approved.**

*Carried*

#### **3. Consent Agenda**

Moved by J. Boyer and seconded

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

3.1 Minutes of regular Library Board meeting of September 21, 2023 (for approval)

3.2 Correspondence – Letter to MLA Rick Glumac (for information)

- 3.3 Media Coverage (for information)
- 3.4 Library Activity Overview (for information)
- 3.5 Revenue and Expense Report to September 30, 2023 (for information)

*Carried*

**4. New Business**

**Director’s Report**

- 4.1 Library Director’s Report

The Library Director’s Report was received for information.

**Enhancement Grant Update**

- 4.2 Enhancement Grant Update

The Enhancement Grant update was received and discussed.

**Lighting in Fireside Room**

- 4.3 Proposal to Improve Lighting in Fireside Room

Moved by J. Boyer and seconded

Recommendation

**THAT the Library Board approves the expenditure of up to \$25,000 from the Enhancement Grant to add lighting in the Fireside Room.**

*Carried.*

**Board Ad Hoc Committees**

- 4.4 Board Ad Hoc Committees

The Policy Review Committee may meet one more time this year.

The Fund Development Committee will adjourn until 2024.

Motion

**THAT the Library Board form an ad hoc committee to assist in the selection of a consultant for the Strategic Plan.**

*Carried*

D. Herberts called for volunteers to sit on this committee. J. Boyer, B. Seraphim, J. Kasuya and D. Herberts (ex officio) will be the board representatives.

**Financial Projections Report**

- 4.5 Financial Projections Report – August 30, 2023

The Financial Projections Report was received for information.

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

**Board Chair**

5.1 Update from Library Board Chair

The library's 2024 budget was present at a closed Council meeting on October 20.

The library board year-end event will be held on December 7 in the Brovold Room.

**Policy Review Committee**

5.2 Policy Review Committee

They did not meet since the last board meeting.

**InterLINK**

5.3 Public Library InterLINK

V. Simons provided an update on InterLINK activities.

**Arts, Culture & Heritage Committee**

5.4 Arts, Culture & Heritage Committee

J. Boyer reported on the activities of this committee.

**6. Roundtable**

A brief roundtable was held.

**7. In-Camera (Agenda sent separately)**

**8. Adjournment**

The regular meeting was adjourned at 8:11 p.m.

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