



Agenda

Regular Meeting - Port Moody Public Library Board

Thursday, November 16, 2023

7:00 p.m.

ParkView Room

	1. Call to Order
Agenda (pp 1-2)	2. Approval of Agenda
	Recommendation: THAT the November 16, 2023 Library Board meeting agenda be approved.
	3. Consent Agenda
Minutes (pp 3-5)	3.1 Minutes of regular Library Board meeting of October 19, 2023 (for approval)
Correspondence	3.2 Correspondence (none)
Media Coverage (via email)	3.3 Media Coverage (for information)
Library Activity Report (pp 6-7)	3.4 Library Activity Overview (for information)
1) Revenue and Expense Reports to October 31 (staff report) (p 8)	3.5 Revenue and Expense Report to October 31, 2023 (for information)
2) Revenue and Expense Report to October 31 (pp 9-12)	Recommendation: THAT all items on the consent agenda be approved or received for information as noted.
	4. New Business
Director's Report (pp 13-15)	4.1 Library Director's Report For information and discussion.
Staff Report (pp 16-18)	4.2 Enhancement Grant Update – November For information and discussion.
Staff Report (pp 19-20)	4.3 Proposed Board Meeting Schedule for 2024

Recommendation

THAT the proposed Library Board Meeting Schedule for 2024 be approved.

Presentation

4.4 PPT Presentation: Halifax Public Library

For information and discussion

Staff Verbal Report

4.5 Board Planning Reminders for 2024

For information and discussion

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

Policy Review Committee

5.2 Policy Review Committee

Recommendation

- 1) Report - Amendment to E2 - Annual Achievement Planning Review Policy (pp 21-22)
- 2) E2 – Draft Annual Achievement Planning Review Policy (pp 23-24)
- 3) Redline Version of E2 – Draft Annual Achievement Planning Review Policy (pp 25-26)
- 4) Draft Job Description (pp 27-29)
- 5) Redline version of Draft Job Description (pp 30-33)
- 6) Performance Plan and Review Form (pp 34-39)

THAT the Library Board approves amending the policy E2 - *Achievement Planning Review* – Director of Library Services including the accompanying job description in accord with the changes proposed in the report dated November 16th from the Policy Review Committee.

InterLINK

5.3 Public Library InterLINK

Arts, Culture & Heritage Committee

5.4 Arts & Culture Committee

6. Roundtable

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

8. Adjournment
