



Minutes

Regular Meeting - Port Moody Public Library Board

Thursday, April 18, 2024

7:00 p.m.

Brovold Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, April 18, 2024 in the Brovold room.

Present

Daphne Herberts (Chair)
Kasturi Ghosh
Stephanie Lam
Bill Lawrie
Callan Morrison, Council Representative
Brenda Seraphim
Debbie Shaw

Regrets

Jacquie Boyer
Jennifer Kasuya

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 p.m.

2. Approval of Agenda

Moved by B. Seraphim and seconded

THAT the April 18, 2024 Library Board meeting agenda be approved with the addition of Item 4.5.

Carried.

3. Consent Agenda

Moved by D. Shaw 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 March 21, 2024 (for approval)
- 3.2 Media Coverage (for information – none this month)
- 3.3 Library Activity Overview to March 31, 2024 (for information)

- 3.4 Revenue and Expense Report to March 31, 2024 (for information)
- 4. New Business**
- Library Director's Report** 4.1 Library Director's Report
- The Library Director's report was received for information.
- Enhancement Grant** 4.2 Enhancement Grant Update - April
- The report was received for information.
- SOFI Report** 4.3 2023 Statement of Financial Information (SOFI)
Moved by B. Lawrie and seconded
- THAT the library's 2023 Statement of Financial Information be approved.**
- Carried*
- Strategic Plan** 4.4 Strategic Plan Update
- The report was received for information.
- May 2024 Board Meeting** 4.5 May 2024 Board Meeting
- Moved by D. Shaw and seconded
- THAT the May 16, 2024 meeting of the library board be cancelled.**
- Carried*
- 5. Reports from Board Committees/Representatives**
- Board Chair** 5.1 Update from Library Board Chair
- The Chair met with the Library Director and requested he prepare documentation on board governance and a review of the use of Robert's Rules and the mechanics of running a meeting. This will be brought to a future meeting.
- The Board will conduct a self-evaluation exercise at a future meeting. Policies will be discussed to move together to success.
- May 29 at 6pm is the 5-year anniversary gala for the White Pines collection and all trustees are encouraged to attend.
- Policy Review Committee** 5.2 Policy Review Committee (did not meet)
- The committee did not meet.

InterLINK

5.3 Public Library InterLINK

J. Boyer will update at a future meeting.

**Arts, Culture &
Heritage Committee**

5.4 Arts, Culture & Heritage Committee

This committee has not met since the last meeting.

6. **Roundtable**

A brief roundtable was held.

7. **In-Camera (*An in-camera meeting is planned*)**

8. **Adjournment**

The Regular meeting was adjourned at 7:58 p.m.