



Agenda

Regular Meeting - Port Moody Public Library Board

Thursday, July 18, 2024

7:00 p.m.

Brovold Room

	1. Call to Order
Agenda (pp 1-3)	2. Approval of Agenda
	Recommendation: THAT the July 18, 2024 Library Board meeting agenda be approved.
	3. Consent Agenda
Minutes (pp 4-6)	3.1 Minutes of regular Library Board meeting of June 20, 2024 (for approval)
Media Coverage (via email)	3.2 Media Coverage (for information – none this month)
Library Activity Report (pp 7-8)	3.3 Library Activity Overview (for information)
1) Revenue and Expense Report to June 30 (staff report) (p 9)	3.4 Revenue and Expense Report to June 30, 2024 (for information)
2) Revenue and Expense Report to June 30 (pp 10-15)	
	Recommendation: THAT all items on the consent agenda be approved or received for information as noted.
	4. New Business
1) Project Charter (pp 16-20)	4.1 RPG Engagement with Library Board regarding Master Plan
2) Board Visioning Presentation (pp 21-54)	Recommendation THAT the Library Board endorses the Library Master Plan Project Charter,

AND THAT a request to City Council that a future library branch be added to a list of assts that could be negotiated as part of a development in the Kyle Centre and Moody Centre areas.

Director's Report (pp 55-61) 4.2 Library Director's Report
For information and discussion.

Staff Report (pp 62-67) 4.3 Enhancement Grant Update - July
Recommendation

THAT the Library Board approves an expenditure up to \$2,000 from the provincial Enhancement Grant to create a circulating puzzle collection,

AND THAT the Library Board approves an expenditure up to \$75,000 from the provincial Enhancement Grant to create a new library website.

3) **Staff Report (pp 68-70)** 4.4 Provincial Library Grants Report 2024
4) **Grant Award Letter (pp 71-74)** Recommendation

THAT the Library Board send a letter of thanks to the Minister of Municipal Affairs acknowledging the Public Libraries Provincial Grants Allocations for 2024 as well as the Enhancement Grant.

1) **Staff Report (pp 75-78)** 4.5 Library 2025 Budget Submission
2) **2025-2029 Financial Plan Guidelines for Staff (pp 79-94)** Recommendation
3) **Operating GL (pp 95-100)**
4) **Budget Highlights (p 101)**

THAT the library's 2025-2029 Five Year Financial Plan submission be approved and forwarded to the City of Port Moody's Finance Department.

Activity Statistics (pp 102-109) 4.6 Library Activity Statistics 2023
For information and discussion

1) **Staff Report (p 110)** 4.7 2023 Annual Report
2) **Draft Annual Report (pp 111-112)** Recommendation

THAT the Library Board approve the 2023 Annual Report.

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

**Policy Review
Committee**

5.2 Policy Review Committee

Verbal update for information.

InterLINK

5.3 Public Library InterLINK

**Arts, Culture &
Heritage Committee**

5.4 Arts, Culture & Heritage Committee

6. Roundtable

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

8. Adjournment
