



Minutes

Regular Meeting - Port Moody Public Library Board

Thursday, October 17, 2024

7:00 p.m.

Brovold Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, October 17, 2024 in the Brovold Room.

Present

Daphne Herberts (Chair)
Jacquie Boyer
Stephanie Lam
Bill Lawrie
Callan Morrison, Council Representative
Brenda Seraphim (via Zoom)
Debbie Shaw

Regrets

Kasturi Ghosh
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 J. Boyer and seconded

THAT the October 17, 2024 Library Board meeting agenda be approved with the addition of item 4.5 – Request for Funds from ABCPLD.

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 September 19, 2024 (for approval)

3.2 Correspondence (for information – none this month)

3.3 Media Coverage (for information – none this month)

- 3.4 Library Activity Overview (for information)
- 3.5 Revenue and Expense Report to September 30, 2024 (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

- 4.2 Enhancement Grant Update - October

The report was received for information.

Financial Projections

- 4.3 Financial Projections Report – August 31, 2024

The report was received for information.

Library Board Meeting Schedule 2025

- 4.4 Proposed Library Board Meeting Schedule 2025

Moved by S. Lam and seconded

THAT the proposed Library Board Meeting Schedule for 2025 be approved.

Carried

ABCPLD Request

- 4.5 M. Saunders spoke to the email received from ABCPLD requesting additional funds for advocacy.

Moved by B. Lawrie and seconded

THAT Port Moody Public Library Board approve a contribution of \$1,200 to ABCPLD for their advocacy fund.

Carried

5. Reports from Board Committees/Representatives

Board Chair

- 5.1 Update from Library Board Chair

- The 80th anniversary party was a huge success.
- Thank you to those who helped with the public engagement at the Farmer’s Market on October 9th.
- A reminder to all trustees to complete the library’s online survey.
- The City’s survey showed the library scored 95% in their satisfaction ranking.
- On Oct 25, the Board will be making the budget presentation to Council, trustees are asked to attend if they are available.

- The year-end party scheduled for December 5 will now be held early in 2025 and new trustees will be invited to attend.

Policy Review Committee

5.2 Policy Review Committee (did not meet)

This committee will be discussed during the closed meeting immediately following this one.

InterLINK

5.3 Public Library InterLINK

J. Boyer had forwarded the draft minutes of the last meeting.

Arts, Culture & Heritage Committee

5.4 Arts, Culture & Heritage Committee

B. Lawrie spoke to 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 7:55 p.m.