



Minutes

Regular Meeting - Port Moody Public Library Board

Thursday, March 20, 2025

7:00 p.m.

Brovold Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, March 20, 2025 in the Brovold Room.

Present

Daphne Herberts (Chair)
Samantha Agtarap, Council Representative
Lino Coria
Stephanie Lam
Brenda Seraphim
Debbie Shaw
Valerie Simons
Jeff Summers

Regrets

Kasturi Ghosh

Guests

Laura Dick, Port Moody Foundation
Jo-Anne Parneta, Port Moody Foundation

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 6:50 p.m.

Agenda

2. Approval of Agenda

Moved by S. Agtarap and seconded

THAT the March 20, 2025 Library Board meeting agenda be approved with the addition of Agenda Item 6.6 BCLTA.

Carried

3. Guest Presentation – Port Moody Foundation

L. Dick and J. Parneta gave a presentation on the history of the Port Moody Foundation and how it has served the Library over the years.

L. Dick and J Parneta left the meeting at 7:05 p.m.

4. Consent Agenda

Moved by S. Agtarap and seconded

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

- 4.1 Minutes of regular Library Board meeting of February 20, 2025 (for approval)
- 4.2 Correspondence (none)
- 4.3 Media Coverage (none this month)
- 4.4 Library Activity Overview to Feb 28, 2025 (for information)
- 4.5 Liability Insurance (for information)
- 4.6 Revenue and Expense Report to February 28, 2025 (for information)

Carried

5. New Business

Director's Report

5.1 Library Director's Report

The director's report was received for information.

Enhancement Grant

5.2 Enhancement Grant Update – March 2025

The enhancement grant report was received for information.

Fund Development

5.3 Fund Development

The Fund Development report was received for information.

6. Reports from Board Committees/Representatives

Board Chair

6.1 Update from Library Board Chair

- Thank you to V. Simons for chairing last month's meeting.
- The Library Board will be making a presentation at the closed Council meeting on March 25. Board members are invited to attend.
- The SOFI report must be approved at the April meeting.
- The Fund Development Committee would also like to make a presentation at an upcoming Library Board meeting.
- Pleased to see the Library now has an Instagram account.

Internet Access Policy

6.2 Policy Review Committee

Moved by V. Simons and seconded

THAT the Library Board approve the updated *Public Internet Access* policy as per the Report dated March 20, 2025.

Carried

**Fund Development
Committee**

6.3 Fund Development Committee

This committee met and discussed the Library Investment Trust and the application for charitable status. They will make a presentation at the April Board meeting on Fund Development vs. Fundraising.

InterLINK

6.4 Public Library InterLINK

B. Seraphim and J. Summers attended the orientation meeting on February 25, 2025. B. Seraphim reported on the meeting discussions.

**Arts, Culture &
Heritage Committee**

6.5 Arts, Culture & Heritage Committee

V. Simons updated the Board on the activity of this committee.

BCLTA

6.6 BCLTA

On April 9 at 6:30 p.m., BCLTA is hosting an interesting workshop entitled: The Critical Role of the Board Chair. Anyone who wishes to attend please contact the admin assistant who will facilitate registration.

7. Roundtable

Due to time constraints, no roundtable was held.

8. *In-Camera (In-camera meeting to follow)*

An in-camera meeting was held.

9. **Adjournment**

The regular meeting of the Library Board adjourned at 7:55 p.m.
