



Minutes

Regular Meeting - Port Moody Public Library Board

Thursday, July 17, 2025

7:00 p.m.

Brovold Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, July 17, 2025 in the Brovold Room.

Present

Daphne Herberts (Chair)
Lino Coria
Kasturi Ghosh
Stephanie Lam
Brenda Seraphim
Debbie Shaw
Valerie Simons
Jeff Summers

Regrets

Samantha Agtarap (Council Representative)

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 7:00 p.m.

2. Approval of Agenda

Moved by S. Lam and seconded

THAT the July 17, 2025 Library Board meeting agenda be approved.

Carried

3. Consent Agenda

Moved by L. Coria 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 June 19, 2025 (for approval)

3.2 Library Activity Overview (for information)

3.3 Revenue and Expense Report to June 30, 2025 (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 – July 2025

The enhancement grant report was received for information.

Provincial Library Grants Report

4.3 Provincial Library Grants Report 2025

Moved by V. Simons and seconded

THAT the Library Board send a letter of thanks to the Minister of Housing and Municipal Affairs acknowledging the Public Libraries Provincial Grants Allocations for 2025 as well as the Enhancement Grant.

Carried

Project Proposal to Replace Public and Staff Computers

4.4 Project Proposal to Replace Public and Staff Computers

Moved by L. Coria and seconded

THAT the Library Board approve the expenditure of up to \$44,000 from the Library's Future Capital Reserve to replace public and staff computers.

Carried

Library 2026 Budget Submission

4.5 Library 2026 Budget Submission

Moved by V. Simons and seconded

THAT the library's 2026-2030 Five Year Financial Plan submission be approved and forwarded to the City of Port Moody's Finance Department.

Carried

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

- The library's summer programs are wonderfully inclusive.
- Summer Reading Club is underway and not just for children.
- Car Free Day is August 17 and trustees are invited to lend their support.
- An expression of appreciation on behalf of the board was given to the former Digital and Information Services Coordinator at their farewell get-together.

- The White Pines author celebration will be on September 24 at 6:30 pm.

Policy Review

5.2 Policy Review Committee – did not meet

Next meeting will be held on September 8, 2025 at 6 p.m.

Fund Development Committee

5.3 Fund Development Committee

Members of this committee have met with a fundraising professional. They will submit a proposal, outlining various scenarios for the board to discuss. Other fundraisers will also be interviewed for comparison.

InterLINK

5.4 Public Library InterLINK

Nothing to report.

Arts, Culture & Heritage Committee

5.5 Arts, Culture & Heritage Committee

This committee had an informative meeting, including updates on Car Free Day, replacement of the Kyle Centre, and a draft overview of the OCP.

BCLTA

5.6 BC Library Trustees Association

Nothing to report.

6. Roundtable

A brief roundtable was held.

7. In-Camera (Agenda sent separately)

The meeting moved in-camera at 8:15 p.m.

8. Adjournment

The regular meeting of the library board was adjourned at 8:10 p.m.