

MINUTES

Port Moody Public Library Board  
Thursday, June 21, 2012  
ParkLane Room

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, June 21, 2012 in the ParkLane Room, Library.

**Present**

Katherine Fraser - Chair  
Susan Croll  
Barry Fleming  
Linda Martin  
Errin Morrison  
Cllr. Zoë Royer

**Regrets**

Peter Belanger  
Barbara Nuttall  
Rosario Passos

**In Attendance**

Lynne Russell, Director  
Andree Duval, Deputy Director  
Dayna Solem, Administrative Assistant

**Call to Order**

1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

**Approval of Agenda**

2. Approval of Agenda

Moved by Errin Morrison and seconded

**THAT the agenda of the regular Library Board meeting of June 21, 2012 be approved.**

*Carried.*

**Consent Agenda**

3. Consent Agenda

Moved by Cllr. Royer and seconded

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

*Carried.*

- Community Needs Assessment Timeline**
- 4. New Business**
- 4.1 Community Needs Assessment Timeline**
- Errin Morrison, chair of the Board’s Strategic Planning Working Group, reported on progress with the community needs assessment report which will be presented to the Library Board at its August meeting. Errin recommended that the Board’s visioning and strategic directions sessions, which will lay the groundwork for the library’s new five year strategic plan, take place in September/early October. Four possible date options were discussed, however none were convenient for all trustees (the September 29/30 and October 5/6 option suited the majority). The Library Director was asked to follow up with trustees not in attendance regarding their availability.
- 2013 Financial Plan Guidelines**
- 4.2 2013 Financial Plan Guidelines**
- The Library Director provided information on the 2013 Financial Plan Guidelines.
- Library 2013 Project Budget Submission**
- 4.3 Library 2013 Project Budget Submission**
- The Library Director spoke to two project proposals which staff recommended for inclusion in the library’s 2013-2017 Project Budget submission to the City.
- Moved by Cllr. Royer and seconded
- THAT the Board approve, for inclusion in the library’s 2013 project budget submission, a request for \$3,000 to implement self-pay fines at self-serve check out stations.**
- Carried.*
- Moved by Susan Croll and seconded
- THAT the Board approve, for inclusion in the library’s 2013 capital project budget submission, a request for \$10,000 for movable book display units for merchandising the library’s collection.**
- Carried.*

**Library 2013-2017  
Operating Budget  
Submission**

**4.4 Library 2013-2017 Operating Budget Submission**

The Library Director spoke to the library's proposed 2013-2017 operating budget submission to the City. It was noted that there are no significant changes in the library budget from last year.

Moved by Cllr. Royer and seconded

**THAT the Board approve the submission of a 2013-2017 library operating budget request in the amount of \$1,474,629.**

*Carried.*

**5. Reports from Library Staff**

**Library Director's  
Report**

**5.1 Library Director's Report**

The Director's report was received for information. The Director indicated that the City's annual report and strategic plan are now available on the City's website. She also highlighted information on the "Future of Libraries and Cities" conference which will take place on October 23 in Langley (hosted by the Fraser Valley Regional Library). The Director was asked to remind trustees about this conference once again in September.

**6. Reports from Board Committees/Representatives**

**Centennial Committee**

**6.1 Centennial Committee**

Linda Martin reported that planning was progressing well and that the next committee meeting would be June 27.

**Golf Committee**

**6.2 Golf Committee**

The draft minutes of the June 8, 2012 Golf Committee meeting were received for information. Barry Fleming reported that the emcee for the evening banquet will be CTV's Jason Pires.

**Arts & Culture  
Committee Report**

**6.3 Arts & Culture Committee Report**

No report.

**BCLTA Report**

**6.4 BCLTA Report**

Errin Morrison reported that a resolution regarding elimination of the library line item in the recent provincial budget had been brought forward by the Vancouver Island Regional Library Board and approved at the BCLTA AGM on May 12. The resolution has subsequently been accepted into this year's UBCM voting package.

**InterLINK Report**

**6.5 InterLINK Report**

There was no InterLINK report.

**Adjournment**

**7. Adjournment**

The meeting adjourned at 8:45 p.m.