

MINUTES

Port Moody Public Library Board Thursday, September 19, 2013 ParkLane Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, September 19, 2013 in the ParkLane Room, Library.

Present

Linda Martin - Chair
Peter Belanger
Susan Croll
Cllr. Bob Elliott
Katherine Fraser
Errin Morrison
Rosario Passos

Regrets

Barry Fleming
Barbara Nuttall

In Attendance

Lynne Russell, Library Director
Michael DeKoven, Deputy Director – *arrived at 8:00 pm*
Dayna Solem, Administrative Assistant

Call to Order

1. **Call to Order**

The Chair called the meeting to order at 7:05 p.m.

Approval of Agenda

2. **Approval of Agenda**

Moved by Rosario Passos and seconded

THAT the agenda of the regular Library Board meeting of September 19, 2013 be approved.

Carried.

Consent Agenda

3. **Consent Agenda**

Moved by Peter Belanger and seconded

THAT all items on the consent agenda be approved or received for information as noted, including:

- **3.1 Minutes of regular Library Board meeting of August 22, 2013**
- **3.2 Library Director's Report**
- **3.3 Correspondence**
- **3.4 Media Coverage**
- **3.5 Customer Feedback**

Carried.

**Library 2014-2018
Financial Plan
Submission**

4. Old Business

4.1 Library 2014-2018 Financial Plan Submission

A brief update was provided on the Library's 2014-2018 Financial Plan submission. Further to a motion carried at the August 22 meeting of the Library Board, a letter was sent to Mayor and Council advising of an anticipated reduction to the Library's annual provincial per capita operating grant – and its impact on the Library's operating budget. The Library Board Chair and Library Director subsequently met with Mayor Clay to provide additional information on this matter.

The Director distributed updated copies of the Library's 2014-2018 Financial Plan submission which shows an operating budget deficit from 2015 onwards.

Trustees requested that a letter be sent to the Mayor, thanking him for taking time to meet with the Library Board Chair and Library Director.

5. New Business

**Board Succession
Planning**

5.1 Board Succession Planning

The City will be advertising for committee appointments in October, and the idea of a Library Board sponsored Open House for potential new library trustees was discussed. Four library trustees are up for reappointment for another two year term. Barry Fleming indicated that he will not be applying for reappointment, so there will be at least one vacancy on the Library Board. The Chair requested that the remaining three trustees, who are up for reappointment, kindly advise the Library Director as to their intentions.

Moved by Susan Croll and seconded

THAT an Open House be held in October for potential new trustees.

Carried.

Annual Report 2012

5.2 Annual Report 2012

The 2012 Annual Report was received for information.

**Progress Report –
Library Business Plan**

5.3 Progress Report – Library Business Plan

The Director spoke briefly to a progress report outlining work completed year-to-date on strategic initiatives associated with the Library's 2013 Business Plan. Highlighted was progress on transforming the library's collection to meet

public demand for popular materials in a timely manner.

6. Reports from Board Committees/Representatives

Golf Committee

6.1 Golf Committee

Peter Belanger reported on the success of the 2013 Links to Literacy Golf Tournament, which raised just over \$34,000. A recommendation from the Golf Committee regarding a 2014 tournament will be brought to the October meeting of the Library Board.

The Board Chair thanked Peter Belanger, Barry Fleming and Barbara Nuttall for their excellent work on this year's tournament.

BCLTA

6.2 BCLTA

Errin Morrison provided a brief report.

Arts & Culture

6.3 Arts & Culture

Rosario Passos reported briefly on activity. She will continue to advocate for library themed public art for the loco Evergreen Station.

Round Table

7. Round Table

There was a brief round table session.

Adjournment

8. Adjournment

The meeting adjourned at 8:30 p.m.