

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, November 21, 2013**  
**ParkLane Room**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, November 21, 2013 in the ParkLane Room, Library.

**Present**

Linda Martin - Chair  
Peter Belanger  
Susan Croll  
Cllr. Bob Elliott  
Barry Fleming  
Errin Morrison  
Barbara Nuttall  
Rosario Passos

**Regrets**

Katherine Fraser

**In Attendance**

Lynne Russell, Library Director  
Michael DeKoven, Deputy Director

**Call to Order**

**1. Call to Order**

The Chair called the meeting to order at 8:00 p.m.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by Barbara Nuttall and seconded

**THAT the agenda of the regular Library Board meeting of November 21, 2013 be approved**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by Barry Fleming 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 October 17, 2013**
- **3.2 Library Director's Report**
- **3.3 Correspondence**
- **3.4 Media Coverage**
- **3.5 Customer Feedback**

*Carried.*

The Library Director was asked to provide trustees with a summary of responses to the Canadian Library Month contest referred to in her report. In addition, trustees requested that the Director provide clarification on the term “immigrant”, as used in the Welcoming Communities Project fact sheets included with her report.

#### **4. Old Business**

##### **Links to Literacy Golf Tournament Projects**

##### **4.1 Links to Literacy Golf Tournament Projects**

The Library Director provided a list of projects funded by the Links to Literacy Golf Tournament, since its inception in 2001, for information.

##### **Board Committee Appointments 2014**

##### **4.2 Board Committee Appointments 2014**

Errin Morrison agreed to be the Library Board’s representative on the Public Library InterLINK Board of Directors for 2014. Rosario Passos will be the alternate.

#### **5. New Business**

##### **Centennial Time Capsule**

##### **5.1 Centennial Time Capsule**

The Library Board discussed the request from Councillor Diana Dilworth, Chair Heritage Commission, regarding contributions to the City’s Centennial Time capsule. The following were suggested:

- A copy of “Taking Root”, the award winning poem by Port Moody’s Centennial Youth Poet Laureate, Megan Edmunds.
- A children’s library card
- A list of award-winning Canadian or BC books for children – and possibly a copy of one of these books.

The Director was asked to forward these suggestions to the Chair of the Heritage Commission.

##### **Safe Harbour: Respect for All Program**

##### **5.2 Safe Harbour: Respect for All Program**

Background information on the Safe Harbour program, provided as an agenda attachment, was discussed.

Moved by Errin Morrison and seconded

**THAT the Director report back to the Library Board in January on the following aspects of the Safe Harbour program: other libraries’ experiences, cost, orientation training program, and direct impact on library staff.**

*Carried*

- 6. Reports from Board Committees/Representatives**
- Golf Committee**      **6.1**      Golf Committee
- Barbara Nuttall provided a brief update.
- BCLTA**      **6.2**      BCLTA
- Errin Morrison reported that the 2014 trustee conference will be held in conjunction with the Canadian Library Association conference in Victoria (May 28 to 31). She also encouraged trustees to read the “BoardSource” governance training materials that are now available to BCLTA members via the association’s website.
- Arts & Culture**      **6.3**      Arts & Culture
- No report.
- InterLINK**      **6.4**      InterLINK
- Barry Fleming indicated that the next meeting of the InterLINK Board of Directors is November 26.
- Round Table**      **7. Round Table**
- It was noted that this will be the last meeting for trustees Peter Belanger and Barry Fleming, who will be leaving the Library Board at the end of December – each having completed three terms.
- Moved by Susan Croll and seconded
- THAT the Port Moody Public Library Board wholeheartedly thank Peter Belanger and Barry Fleming for their six years of service to the Library.**
- Carried*
- Barbara Nuttall requested that the Library Director investigate ways of electronically distributing the Library Board Meeting agenda packages. There was general agreement with this suggestion.
- Adjournment**      **8. Adjournment**
- The meeting adjourned at 9:05 p.m.