

MINUTES

Port Moody Public Library Board Thursday, January 23, 2014 ParkLane Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, January 23, 2014 in the ParkLane Room, Library.

Present

Linda Martin - Chair
Jacquie Boyer
Katherine Fraser
Errin Morrison
Barbara Nuttall
Rosario Passos
Cllr. Zoë Royer

Regrets

Susan Croll
Jo-Anne Parneta

In Attendance

Lynne Russell, Library Director
Michael DeKoven, 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.

New library trustees Jacquie Boyer and Jo-Anne Parneta were welcomed to the Library Board. Councillor Zoë Royer was welcomed back as the Council representative for 2014.

Approval of Agenda

2. **Approval of Agenda**

Moved by Rosario Passos and seconded

THAT the agenda of the regular Library Board meeting of January 23, 2014 be approved

Carried.

Consent Agenda

3. **Consent Agenda**

Moved by Zoë Royer and seconded

THAT all items on the consent agenda, except item 3.1, be approved or received for information as noted, including:

3.2 Library Director's Report

3.3 Media Coverage

3.4 Customer Feedback

Carried.

Minutes of November 21, 2013 Meeting

3.1 Minutes of regular Library Board meeting of November 21, 2013

There was discussion of the wording for item 5.1 Centennial Time Capsule.

Moved by Zoë Royer and seconded

THAT the minutes be approved subject to rewording of the last sentence of item 5.1 to read: “The Director was asked to forward these suggestions to the Chair of the Heritage Commission.”

Carried.

4. Old Business

Electronic Distribution of Agenda Package

4.1 Electronic Distribution of Agenda Package

Electronic distribution of the Library Board meeting agenda package via a cloud-based file sharing service was discussed.

Moved by Rosario Passos and seconded

THAT Library Board meeting agenda packages be made available electronically to trustees with the option of receiving a print version.

Carried.

The Chair asked that trustees who wish to continue receiving print copies of agenda package please contact Dayna Solem.

5. New Business

Election of Officers

5.1 Election of officers

The Library Director conducted elections for Board Chair and Vice-Chair for 2014. It was noted that Linda Martin and Errin Morrison agreed to stand for re-election as Chair and Vice-chair respectively. There being no further nominations from the floor, Linda Martin was declared elected as Board Chair by acclamation, and Errin Morrison was declared elected as Board Vice-Chair by acclamation.

Committee Appointments 2014

5.2 Committee Appointments 2014

The following Library Board committee appointments were

confirmed: Rosario Passos as a member of the Executive Committee; and Jacquie Boyer as a member of the Golf Committee (and one of the two vice-chairs along with trustee Barbara Nuttall).

Library Business Plan 2013

5.3 Library Business Plan 2013 – Year End Report

The Library Director spoke to her written year-end report on achievements and outcomes related to the Library's Business Plan for 2013. She indicated that excellent progress had been made in many areas, and that items that were not fully completed would be carried forward to 2014. Staff were thanked for their work.

The Director indicated that the Library Business Plan for 2014 would be presented to the Library Board at their February meeting. Trustees requested that investigation of a vending machine style Library kiosk (e.g. at a future Skytrain station) be included in the plan.

Contribution to Port Moody Foundation

5.4 Contribution to Port Moody Foundation

There was discussion of a letter from Jan Phillips, a director of the Port Moody Foundation, requesting that the Library consider increasing their annual contribution to the Foundation.

Moved by Errin Morrison and seconded

THAT a response be written to the Port Moody Foundation indicating that the Library Board will continue to donate \$100 annually to the Library Legacy Fund.

Carried.

6. Reports from Board Committees/Representatives

Golf Committee

6.1 Golf Committee

Barb Nuttall reported that the first committee meeting of the year will be held February 7. Also, a three year contract for golf tournament event planning services has been signed with Dragonfly Consulting.

BCLTA

6.2 BCLTA

Errin Morrison referred to a newsletter and other updates forwarded electronically to trustees in the last few weeks.

Arts & Culture

6.3 Arts & Culture Committee

Rosario Passos reported briefly on the last Arts & Culture Committee meeting including discussions about the Bike Lane Vignette Art Project.

InterLINK

6.4 InterLINK

As requested by the InterLINK Board of Directors, trustees discussed the proposed Year 2014 InterLINK Operating Budget. Errin Morrison was asked to pass along concerns about the need for the print Audiobook Catalogue (referred to in expenditure line item entitled “Public Relations/Service Brochures”) at the next InterLINK Board meeting.

Round Table

7. Round Table

The 2010 to 2013 Log of Approved Motions was distributed for information.

Trustees indicated because it is difficult for them to identify library staff by name. ID tags are hard to read and there is no group photo of staff. The Director was asked to follow up on this matter.

Move to In-camera Session

8. Move to In-camera Session

Moved by Errin Morrison and seconded

THAT as provided in section 90(1) (a) of the Community Charter this section of the meeting be closed to the public.

Carried.

Lynne Russell, Michael DeKoven and Dayna Solem left the meeting. The meeting moved to in-camera at 8:25 pm.

The meeting moved out of in-camera and returned to a public forum at 8:45 pm.

Adjournment

9. Adjournment

The regular meeting of the Library Board adjourned at 8:50 p.m.