

MINUTES

Port Moody Public Library Board Thursday, February 20, 2014 ParkLane Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, February 20, 2014 in the ParkLane Room, Library.

Present

Linda Martin - Chair
Jacquie Boyer
Susan Croll
Errin Morrison – *arrived at 7:05 p.m.*
Barbara Nuttall
Jo-Anne Parneta

Regrets

Katherine Fraser
Rosario Passos
Cllr. Zoë Royer

In Attendance

Lynne Russell, Library Director
Dayna Solem, Administrative Assistant
Wayne Borthwick, Director, Port Moody Foundation
Jan Phillips, Director, Port Moody Foundation

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 Susan Croll and seconded

THAT the agenda of the regular Library Board meeting of February 20, 2014 be approved as amended:

Move Item 4.1 to follow the approval of the agenda

Carried.

Presentation – Port Moody Foundation

4.1 Presentation – Port Moody Foundation

Port Moody Foundation representatives, Wayne Borthwick and Jan Phillips, were welcomed to the meeting. Ms. Phillips officially presented cheques for the library's 2013 endowment fund disbursements. The Library Board Chair thanked the Port Moody Foundation for their continued support for the Library.

Wayne Borthwick and Jan Phillips left the meeting at 7:05 p.m.

Consent Agenda

3. Consent Agenda

Moved by Barb Nuttall 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 January 23, 2014**
- 3.2 Library Director's Report**
- 3.3 Correspondence**
- 3.4 Media Coverage**
- 3.5 Customer Feedback**

Carried.

As a follow-up to the Library Director's report, a staff identification form was distributed on table.

4. New Business

Welcoming Spaces Assessment Report

4.2 Welcoming Spaces Assessment Report

The *Tri-Cities Welcoming Spaces Assessment Report: Port Moody Library* was received for information. The Library was assessed as extremely favourable in welcoming newcomers. The assessors also made some enhancement suggestions which the Library will be addressing.

Library Business Plan 2014

4.3 Library Business Plan 2014

The Library Director reviewed the draft Library Business Plan 2014 and asked for feedback from trustees. Trustees indicated that they were satisfied with the plan and its continued focus on strategic priorities.

Safe Harbour: Respect for All Program

4.4 Safe Harbour: Respect for All Program

The Chair asked for questions and comments on the report prepared by the Library Director. Trustees were in agreement that participation in this program supports the Library's strategic plan.

Moved by Jacquie Boyer and seconded

THAT the Port Moody Public Library participate in the Safe Harbour program.

Carried.

Libraries & Literacy Branch

4.5 Libraries & Literacy Branch

Brief information was provided on a recent restructuring

within the Ministry of Education which impacts the Libraries & Literacy Branch.

5. Reports from Board Committees/Representatives

Golf Committee

5.1 Golf Committee

Barb Nuttall reported briefly on planning for the 2014 Links to Literacy Golf Tournament. The 2013 Statement of Revenue and Expenses was distributed on table.

BCLTA

5.2 BCLTA

Errin Morrison reported that two BCLTA Director positions are open, and encouraged trustees to consider this opportunity. Meetings are by teleconference once a month except in July and December.

Arts & Culture

5.3 Arts & Culture Committee

There was no report in the absence of Rosario Passos.

InterLINK

5.4 InterLINK

Errin Morrison updated trustees on the InterLINK Board of Directors meeting of February 18th. She indicated that, as requested, she had obtained further information on the Audiobook Catalogue expense item in the 2014 InterLINK Operating Budget. This expense is likely to decrease substantially commencing in 2015 with the proposed change to a print on demand service for the catalogue.

Round Table

6. Round Table

The Library Director was asked to provide trustees with more information on registration costs and budget for the upcoming BCLTA mini-conference in Victoria. Jo-Anne Parneta and Jacquie Boyer both indicated interest in attending.

It was suggested that the Library investigate the use of Discover Books, a company that redistributes, resells and/or repurposes discarded books.

Adjournment

7. Adjournment

The meeting adjourned at 8:50 p.m.