

MINUTES

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

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

Present

Linda Martin - Chair
Jacquie Boyer
Susan Croll
Katherine Fraser
Barbara Nuttall
Jo-Anne Parneta
Rosario Passos
Cllr. Zoë Royer – *arrived at 7:30 p.m.*

Regrets

Errin Morrison

In Attendance

Lynne Russell, Library Director
Michael DeKoven, Deputy Director – *arrived at 7:40 p.m.*
Virginia McCreedy, Digital & Information Services Coordinator
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

Jacquie Boyer requested an addition to the agenda. The Board Chair indicated that the current agenda was full and the item would be considered for next month's agenda.

Moved by Barbara Nuttall and seconded

THAT the agenda of the regular Library Board meeting of March 20, 2014 be approved

Carried.

Consent Agenda

3. Consent Agenda

Moved by Cllr. Zoë Royer 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 February 20, 2014
- 3.2 Library Director's Report
- 3.3 Media Coverage
- 3.4 Customer Feedback

Carried.

The Library Director provided a brief update on the TED 2014 Conference sessions being live web streamed in the Inlet Theatre this week (March 17 to 20). This has been a popular and successful new initiative for the library.

4. New Business

Digital Literacy Framework

4.1 Digital Literacy Framework

Virginia McCreedy, Digital and Information Services Coordinator, presented a new Digital Literacy Framework for feedback and information. This outlines the library's strategies for engaging the community in digital literacy - defined as "the ability to use information & communication technologies to find, evaluate, create, and communicate information, requiring both cognitive and technical skills".

Ms. McCreedy was thanked for her report and left the meeting at 7:40 p.m.

Library Activity Statistics 2013

4.2 Library Activity Statistics 2013

The Library Director spoke to a report highlighting key library activity statistics for 2013 and including five year trend detail. The report focuses on customer use of library collections and services.

Policy Revisions

4.3 Policy Revisions

Recommended minor revisions to several Library Board policies were discussed.

Moved by Jo-Anne Parneta and seconded

THAT Board policies B6 Board allowances and reimbursements, D6 Public relations and media, E6 Harassment (renamed Respectful Workplace), F1 Fees and charges, and F2 Finance-General, be approved as revised and circulated.

Carried.

- 5. Reports from Board Committees/Representatives**
- Golf Committee** **5.1** Golf Committee
- Barb Nuttall reported that Pacific Coast Terminals and Port Metro Vancouver will be joint presenting sponsors for this year's tournament.
- BCLTA** **5.2** BCLTA
- No report.
- Arts & Culture** **5.3** Arts & Culture Committee
- Rosario Passos indicated that the Arts & Culture Committee's 2014 Work Plan includes working with the Library on the feasibility of developing artistic library cards. An Arts & Culture Committee member should be contacting the Library Director in the near future with further details.
- InterLINK** **5.4** InterLINK
- The Chair referred trustees, for information, to the minutes of the February 18, 2014 meeting of the InterLINK Board of Directors.
- Round Table** **6. Round Table**
- The Chair reminded trustees that suggestions for agenda items should be provided in advance of meetings in response to her regular email call for agenda items.
- In response to a request from trustees, Cllr. Royer agreed to provide brief updates on City/Council news of interest to the library. This will be included as a standing agenda item for future Library Board meetings.
- The Library Director was asked to circulate a sign-up sheet re: volunteer activities for trustees at major library events, similar to what was done in 2013.
- Adjournment** **7. Adjournment**
- The meeting adjourned at 8:45 p.m.