

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, April 24, 2014**  
**ParkLane Room**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, April 24, 2014 in the ParkLane Room, Library.

**Present**

Linda Martin - Chair  
Jacquie Boyer  
Susan Croll  
Katherine Fraser  
Errin Morrison  
Barbara Nuttall  
Jo-Anne Parneta  
Rosario Passos

**Regrets**

Cllr. Zoë Royer

**In Attendance**

Lynne Russell, Library Director  
Dayna Solem, Administrative Assistant

**Call to Order**

**1. Call to Order**

The Chair called the meeting to order at 7:20 p.m.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by Jo-Anne Parneta and seconded

**THAT the agenda of the regular Library Board meeting of April 24, 2014 be approved.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by Katherine Fraser 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 March 20, 2014**
- 3.2 Library Director's Report**
- 3.3 Media Coverage**
- 3.4 Customer Feedback**

*Carried.*

	<b>4.</b>	<b><u>New Business</u></b>
<b>Provincial Library Funding</b>	<b>4.1</b>	<p>Provincial Library Funding</p> <p>The Library Director spoke to a recent letter from Beverly Shaw, Acting Director Libraries Branch, regarding 2014 provincial grants. The library will need to provide details, in its annual grant report (due May 2015), as to how these funds have been used to address five BC government priorities. The Director indicated that the priorities had, accordingly, been incorporated into the library's annual business plan.</p>
<b>2013 Revenue and Expenses</b>	<b>4.2</b>	<p>2013 Revenue and Expenses</p> <p>The Library Director reviewed the summary of 2013 Library revenue and expenses highlighting specific budget variances.</p>
<b>Programs Policy</b>	<b>4.3</b>	<p>Programs Policy</p> <p>A revision of Library Board Policy D5 "Programs" was discussed. Changes to the presented draft were agreed upon.</p> <p>Moved by Barbara Nuttall and seconded</p> <p><b>THAT the Library Board approved revised Policy D5 Library Programs, as circulated and amended.</b></p> <p><i>Carried.</i></p> <p>The Library Director was asked to report back, at a future meeting, on other libraries' policies and practices with respect to charging for programs.</p>
<b>Board Opportunities</b>	<b>4.4</b>	<p>Board Opportunities</p> <p>A Library Board opportunities sign-up sheet was highlighted. The Chair asked trustees to email the Library Director if able to commit to any of the volunteer opportunities listed.</p>
<b>Trustee Conference Attendance</b>	<b>4.5</b>	<p>Trustee Conference Attendance</p> <p>As per Board policy F2 section 6.1, the Chair requested expenses approval for two trustees to attend the BCLTLA conference May 30 and 31, 2014.</p> <p>Moved by Susan Croll and seconded</p> <p><b>THAT the Board approve trustee Jacquie Boyer's and</b></p>

**trustee Jo-Anne Parneta's travel to Victoria to attend the BCTLA mini-conference and the Trustee Orientation Program session on May 30 and 31, 2014.**

*Carried.*

- 5. Reports from Board Committees/Representatives**
- Council Representative**      **5.1**      Council Representative
- No report. Trustees indicated that they would appreciate a brief written report on significant items, should the Council Representative be unable to attend a meeting.
- BCLTA**      **5.2**      BCLTA
- No report.
- Golf**      **5.3**      Golf Committee
- The next Golf Committee meeting is April 25.
- Arts & Culture**      **5.4**      Arts & Culture Committee
- Rosario Passos indicated that an artistic library card initiative is in committee's work plan for Summer 2014.
- InterLINK**      **5.5**      InterLINK
- Errin Morrison distributed a summary of the April 8, 2014 InterLINK meeting and spoke to some of the highlights. Rosario Passos, the Library's alternate representative on the InterLINK Board of Directors, also attended the meeting.
- Round Table**      **6. Round Table**
- The Chair informed trustees of the letter from the Port Moody Foundation thanking the Library for their annual donation.
- Appreciation and thanks was extended to staff for recent programming initiatives including the successful Tabletop Day event.
- Adjournment**      **7. Adjournment**
- The meeting adjourned at 8:35 p.m.