

MINUTES

Port Moody Public Library Board
Thursday, March 17, 2016
ParkLane Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, March 17, 2016 in the ParkLane Room, Library.

Present

Errin Morrison (Chair)
Jacquie Boyer
Bob Elliott
Linda Martin
Pat Merrett
Jo-Anne Parneta
Dave Zille

Regrets

Cllr. Barbara Junker
Rosario Passos

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.

Approval of Agenda

2. Approval of Agenda

Moved by Jo-Anne Parneta and seconded

THAT the agenda of the regular Library Board meeting of March 17, 2016 be approved.

Carried.

Consent Agenda

3. Consent Agenda

Moved by Linda Martin and seconded

THAT all items on the consent agenda be approved or received for information as noted.

3.1 Minutes of regular Library Board meeting of February 18, 2016 (approval)

3.2 Library Director's Report (information)

3.3 Media Coverage (information)

3.4 Customer Feedback (information)

Carried.

It was noted that the BCLTA Conference dates in the Library Director's report should be amended to read May 13 and 14.

4. New Business

Provincial Library Grants Report 2015

4.1 Provincial Library Grants Report 2015

The Library Director spoke to the library's Provincial Library Grants Report for 2015. She indicated that the Libraries Branch have stressed the importance of library trustees having a strong understanding of this reporting requirement and expectation for funding.

Moved by Linda Martin and seconded

THAT the library's Provincial Library Grants Report for 2015 be received for information.

Carried.

The Director was thanked for the thorough and informative report.

2015 Financial Snapshot

4.2 2015 Financial Snapshot

The Library Director highlighted her written report that provides a brief snapshot of the library's finances as of the end of 2015. Questions and discussion followed.

Visual Identity Project

4.3 Visual Identity Project

An update was provided on the Library's visual identity refresh project which is a 2016 strategic initiatives priority. Samples were shown of the redesigned program posters and booklet. Trustees indicated that they were very impressed with the new design concept.

Patron Code of Conduct

4.4 Patron Code of Conduct

Possible revisions to the Board's Rules of Conduct policy were discussed.

Moved by Jacquie Boyer and seconded

THAT revisions to Library Board Policy C3 Rules of Conduct be approved as circulated and amended.

Carried.

Writer in Residence **4.5** Writer in Residence

An overview was provided of the Writer in Residence program with Jen Sookfong Lee planned for May 2015. Trustees were encouraged to promote the residency and to attend the Launch event on May 2. Trustees able to volunteer as “hosts” on May 2 were asked to contact the Library Director.

Linda Martin left the meeting at 8:20 pm

5. Reports from Board Committees/Representatives

Library Board Chair **5.1** Library Board Chair

No report.

Council Representative **5.2** Council Representative

No report.

InterLINK Board Representative **5.3** InterLINK Board Representative

A written report from Rosario Passos was received on table.

BCLTA **5.4** BCLTA Liaison

Dave Zille confirmed the BCLTA conference dates and encouraged trustees to attend. Content, including session descriptions, will be posted on the BCLTA website on Monday, March 21.

Arts & Culture Committee **5.5** Arts & Culture Committee Representative

Jacque Boyer provided a brief update on the March meeting of the Arts & Culture Committee.

Roundtable **6. Roundtable**

There was a brief roundtable discussion.

Adjournment

7. Adjournment

The meeting adjourned at 8:40 p.m.