

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, September 22, 2016**  
**ParkLane Room**

---

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, September 22, 2016 in the ParkLane Room, Library.

**Present**

Errin Morrison (Chair)  
Jacquie Boyer  
Cllr. Barbara Junker  
Pat Merrett  
Jo-Anne Parneta  
Rosario Passos  
Dave Zille

**Regrets**

Bob Elliott  
Linda Martin

**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 7:05 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 September 22, 2016 be approved.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by Pat Merrett 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 August 25, 2016 (approval)**

**3.3 Media Coverage (information)**

*Carried.*

**3.2 Library Director's Report**

The Library Director's report was moved out of the Consent Agenda. The Director indicated that Corene Maret Brown has been appointed to the position of Programs and Youth Services Coordinator. The Director's report was received for information.

**4. New Business**

**Library 2017-2021  
Financial Plan  
Submission**

**4.1 Library 2017-2021 Financial Plan Submission**

The Library Director presented the Library's draft 2017-2021 Five Year Financial Plan highlighting the key features of the operating budget and operating project requests.

Moved by Jo-Anne Parneta and seconded

**THAT the Library's 2017-2021 Five Year Financial Plan submission be approved as per the report dated September 19, 2016 and forwarded to the City's Finance Department.**

*Carried.*

**Children's Furniture**

**4.2 Children's Furniture**

The Library Director presented a funding request for replacement of tables and chairs in the Children's area of the library.

Moved by Jo-Anne Parneta and seconded

**THAT the Library Board approve the expenditure of up to \$12,000 from the Library Investment Trust Account for the replacement of furniture in the children's area of the library.**

*Carried.*

**Library Renovation Project Update**

**4.3 Library Renovation Project Update**

The Library Director provided a verbal update on the Library renovation project.

Moved by Rosario Passos and seconded

**THAT the Library Board approve the closure of the library to the public from December 1, 2016 until approximately January 15, 2017 to complete renovation work.**

*Carried.*

**Library Board Succession Planning**

**4.4 Library Board Succession Planning**

The Chair thanked trustees for taking time to complete the Board Qualities Matrix. A summary of responses was reviewed, with trustees concluding that community representation on the Board could be strengthened in areas such as financial and legal skills, and demographic diversity. It was noted that there will be at least two vacancies on the Library Board for 2017 and that this would be an opportunity to recruit new trustees with these qualities.

**5. Reports from Board Committees/Representatives**

**Library Board Chair**

**5.1 Library Board Chair**

No report.

**Council Representative**

**5.2 Council Representative**

Cllr. Junker gave a brief update.

**InterLINK**

**5.3 Public Library InterLINK**

Rosario Passos provided a brief summary of Public Library InterLINK news.

**BCLTA**

**5.4 BCLTA**

Dave Zille reported on BCLTA activities. Highlighted was a letter from BCLTA President Donna Macdonald encouraging trustees to participate in the province's 2017 budget consultation. It was agreed that the Library Chair would make a written submission, on behalf of the Board, in

support of the three library budget priorities outlined by the BCLTA President.

**Arts & Culture  
Committee**

**5.5** Arts & Culture Committee Representative

Jacque Boyer reported that work has started on updating the Arts & Culture Master Plan.

**Roundtable**

**6. Roundtable**

There was a brief roundtable discussion.

**Adjournment**

**7. Adjournment**

The meeting adjourned at 8:05 p.m.