

MINUTES

Port Moody Public Library Board
Thursday, October 20, 2016
ParkLane Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, October 20, 2016 in the ParkLane Room, Library.

Present

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

In Attendance

Lynne Russell, Library Director
Michael DeKoven, Deputy Director

Call to Order

1. Call to Order

The Chair called the meeting to order at 8:05 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 October 20, 2016 be approved.

Carried.

Consent Agenda

3. Consent Agenda

Item 3.2 Library Director's Report was removed from the 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 September 22, 2016 (approval)
- 3.3 Media Coverage (information)
- 3.4 Customer Feedback

Carried.

3.2 Library Director’s Report

The Library Director added to her written report that the online application for City Committee applications, including the Library Board, would be available on the City’s website from approximately October 24 until November 27. The Director’s report was received for information.

4. New Business

Library Board Meeting Schedule 2017

4.1 Library Board Meeting Schedule 2017

Moved by Dave Zille and seconded

THAT the schedule for Regular Meetings of the Library Board in 2017 be approved as circulated with one amendment.

- **THAT the February 16, 2017 meeting start at 6:00 pm instead of 7:00 pm.**

Carried

Library Holiday Closures 2017

4.2 Library Holiday Closures 2017

The Library Director distributed on table a proposed Library Holiday Closures 2017 schedule.

Moved by Linda Martin and seconded

THAT the Library Holiday Closures 2017 schedule be approved as circulated with one clarification

- **THAT Library open hours on December 24, 2017 will change to 11 am to 3 pm.**

Carried.

Library Renovation Project Update

4.3 Library Renovation Project Update

The Library Director’s written update on the Library Renovation Project was received for information.

Library Board End-of-Year Get Together

4.4 Library Board End-of-Year Get Together

Arrangements for this December 1st event were briefly discussed.

Library Board Succession Planning

4.5 Library Board Succession Planning

The Board Chair reviewed upcoming trustee appointments requiring action or decision in the near future. This will include the election of a new Chair and Vice-Chair at the January 2017 meeting. The Chair indicated that she would communicate recommendations related to the recently completed Board Qualities Matrix to the Mayor.

5. Reports from Board Committees/Representatives

Library Board Chair

5.1 Library Board Chair

The Library Board Chair distributed copies of a letter from the newly formed Port Moody Seniors Friendship Society, requesting a donation of signs from previous Links to Literacy Golf Tournaments. The request was briefly discussed and trustees agreed to donate the signs with the understanding that the signs will no longer be stored in the Civic Centre Building. The Library Director was asked to reply to the Society on behalf of the Board.

Council Representative

5.2 Council Representative

Councillor Junker indicated that her update items had been covered elsewhere in the meeting.

InterLINK

5.3 Public Library InterLINK

Rosario Passos provided a brief update on the October meeting of the InterLINK Board, highlighting the Community Technology Roadmap recently completed by West Vancouver Memorial Library. The Library Director will email trustees a link to the roadmap.

BCLTA

5.4 BCLTA

Dave Zille encouraged trustees to read the October BCLTA newsletter which he recently forwarded.

**Arts & Culture
Committee**

5.5 Arts & Culture Committee Representative

Jacquie Boyer mentioned that the Committee is currently working on updating the Arts & Culture Master Plan. A small section of the plan mentions the Library and will require input from the Library Board.

Roundtable

6. Roundtable

There was a very brief roundtable discussion.

Adjournment

7. Adjournment

The meeting adjourned at 8:45 p.m.