

MINUTES

Port Moody Public Library Board
Thursday, January 19, 2017
ParkLane Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, January 19, 2017 in the ParkLane Room, Library.

Present

Rosario Passos (Chair)
Afton Bell
Jacquie Boyer
Bob Elliott
Bill Lawrie
Pat Merrett
Cllr. Zoë Royer
Dave Zille

Regrets

Jo-Anne Parneta

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 7:07 p.m.

Afton Bell and Bill Lawrie were welcomed and introductions were made around the table.

Approval of Agenda

2. Approval of Agenda

Moved by Dave Zille and seconded

THAT the agenda of the regular Library Board meeting of January 19, 2017 be approved.

Carried.

Consent Agenda

3. Consent Agenda

Moved by Cllr. Royer and seconded

THAT all items on the consent agenda, except the Library Director's report, be approved or received for information as noted.

- 3.1 Minutes of regular Library Board meeting of October 20, 2016 (approval)
- 3.2 Minutes of the Committee of the Whole meeting of the Library Board of November 17, 2016 (for information)
- 3.3 Library Director's Report (information)
- 3.4 Correspondence
- 3.5 Media Coverage (information)
- 3.6 Customer Feedback (information)

Carried.

The Library Director's report was moved out of the Consent Agenda, and a revised copy was distributed on table. The Library Director spoke to her report highlighting some additional information.

Moved by Dave Zille and seconded

THAT the revised Library Director's report be received for information.

Carried.

4. New Business

Library Strategic Initiatives Plan 2016

4.1 Library Strategic Initiatives Plan 2016

The Library Director spoke to the Year-end Report on 2016 Achievements, briefly highlighting some of the major initiatives. The Library Director and staff were thanked for their work.

The Administrative Assistant left the meeting at 7:45 pm.

Library Renovation Project

4.2 Library Renovation Project

Moved by Cllr Royer and seconded

THAT the meeting be moved to closed session as provided in section 90(1) (k) of the Community Charter.

Carried.

The meeting returned to open session at 8:12 pm.

The Administrative Assistant returned to the meeting at 8:15 pm.

**Board Meeting
Procedures Policy**

4.3 Board Meeting Procedures Policy

Rosario Passos introduced this agenda item and indicated that the policy review was prompted by an unexpected lack of quorum for the November 17, 2016 meeting of the Library Board. She reminded trustees to please notify the Board Chair in writing (copied to the Library Director) as far as possible in advance of any anticipated absence.

The Library Director spoke to her written report and recommendations regarding a conflict within existing Board policy *B4 Meeting Procedures*. This policy conflict relates to procedures to follow in the event of a lack of quorum.

Moved by Jacquie Boyer and seconded

THAT Board policy section B4 (15)(1) and B4 (15)(2) be revised as recommended in the report from the Library Director dated January 12, 2017.

Carried.

Election of Officers

4.4 Election of Officers

The Library Director took the chair and conducted elections for the Library Board Chair and Vice-Chair for 2017. It was noted that Rosario Passos and Dave Zille had agreed to stand for election as Chair and Vice-Chair respectively. There being no further nominations from the floor, Rosario Passos was declared elected as Library Board Chair for 2017 by acclamation, and Dave Zille was declared Library Board Vice-Chair by acclamation.

Rosario Passos then resumed the role of meeting Chair.

**Committee
Representatives
2017**

4.5 Committee Representatives 2017

2017 Library Board committee representatives were confirmed or reconfirmed as follows:

- Arts & Culture Committee: Jacquie Boyer
- InterLINK Board of Directors: Pat Merrett (Alternate: Afton Bell)
- BCLTA Liaison: Dave Zille

The Chair indicated there was also a vacancy for the third member of the Library Board Executive Committee. Trustees interested in filling this position were asked to advise the Chair by January 27th.

- InterLINK Board Representative**
- 5. Reports from Board Committees/Representatives**
- 5.1** InterLINK Board Representative
- The 2017 InterLINK provisional budget and a meeting summary from the November 29, 2016 Board of Directors meeting were provided for information. Rosario Passos pointed out that there would be a small increase in member assessments in 2017. There were no comments or questions to be communicated back to the InterLINK Board of Directors.
- BCLTA**
- 5.2** BCLTA Liaison
- Dave Zille encouraged trustees to take advantage of the training and networking opportunities at the upcoming (April) BCLTA conference. He indicated that more details will be forwarded to trustees as they become available.
- Arts & Culture Committee**
- 5.3** Arts & Culture Committee Representative
- Jacque Boyer reported on the progress of the Arts and Culture Master Plan.
- Roundtable**
- 6. Roundtable**
- There was a brief roundtable discussion.
- Adjournment**
- 7. Adjournment**
- The meeting adjourned at 8:50 p.m.