

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, March 16, 2017**  
**ParkLane Room**

---

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, March 16, 2017 in the ParkLane Room, Library.

**Present**

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

**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 7:01 p.m.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by Jacquie Boyer and seconded

**THAT the agenda of the regular Library Board meeting of March 16, 2017 be approved.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by Jacquie Boyer 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 16, 2017 (approval)**
- 3.2 Library Director's Report (information)**
- 3.3 Media Coverage (information)**

### 3.4 Customer Feedback

*Carried.*

#### 4. New Business

##### Provincial Library Grants Report 2016

##### 4.1 Provincial Library Grants Report 2016

The Library Director spoke to the library's Provincial Library Grants Report for 2016. She indicated that the Libraries Branch has stressed the importance of trustees having a strong understanding of this reporting requirement and expectation for funding.

##### Usage of Library Electronic Resources

##### 4.2 Usage of Library Electronic Resources

As requested at the February 18<sup>th</sup> meeting of the Library Board, the Deputy Director provided a brief overview of the usage of electronic resources in 2016. He explained what the statistics represent and the challenges in collecting comparable statistics across vendors. A more in-depth look was taken at usage statistics from Safari Tech Books and Videos Online.

##### Library Strategic Planning

##### 4.3 Library Strategic Planning

The Library Director provided a brief overview of previous strategic plans indicating that the library has had five strategic plans, with the first one covering the period 1996 to 1998. The process used to develop the library's current strategic plan (2013 to 2017) was highlighted.

One of the library's goals for 2017 is to begin work on developing a new five year strategic plan. The Chair asked trustees interested in participating in a Strategic Planning Working Group to contact her by the end of March.

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

##### Board Chair

##### 5.1 Update from Library Board Chair

Library Board Chair, Rosario Passos, thanked trustees for their participation in a library tour for Council on March 14<sup>th</sup>.

Further to the Director's presentation on Strategic Planning (agenda item 4.3), the Chair indicated her interest in having a short segment of each Library Board meeting focus on looking forward to the future.

**BCLTA**

**5.2 BCLTA Liaison**

Dave Zille noted that the most recent BCLTA newsletter has been forwarded to trustees.

He also indicated that a number of trustees will be attending the annual BCLTA conference and workshops in Vancouver on April 21 and 22. Jacquie Boyer and Pat Merrett expressed their interest in attending the conference and asked that they be registered for this event.

**InterLINK**

**5.3 Public Library InterLINK**

Pat Merrett provided highlights from the February meeting of the Public Library InterLINK Board. This meeting was also attended by Afton Bell, Port Moody's alternate representative, as it included an orientation session for new InterLINK Board members.

**Arts & Culture Committee**

**5.4 Arts & Culture Committee Representative**

Jacquie Boyer reported that the Arts & Culture Committee had recently participated in a focus group session related to the Arts & Culture Master Plan update project.

**Roundtable**

**6. Roundtable**

There was a brief roundtable.

**Adjournment**

**7. Adjournment**

The meeting adjourned at 8:55 p.m.