

**MINUTES**

**Port Moody Public Library Board**  
**Thursday, May 18, 2017**  
**ParkLane Room**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, May 18, 2017 in the ParkLane Room, Library.

**Present**

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

**Apologies**

Jacquie Boyer  
Dave Zille

**In Attendance**

Lynne Russell, Library Director  
Dayna Solem, Administrative Assistant  
Virginia McCreedy, Digital and Information Services Coordinator

**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 Pat Merrett and seconded

**THAT the agenda of the regular Library Board meeting of May 18, 2017 be approved.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by Bill Lawrie 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 April 20, 2017 (approval)**

**3.2 Library Director's Report (information)**

**3.3 Media Coverage (information)**

**3.4 Customer Feedback**

*Carried.*

**4. New Business**

**Digital Collection Presentation**

**4.1 Digital Collection Presentation**

Virginia McCreedy, Digital and Information Services Coordinator demonstrated Lynda.com, then provided an overview of the library's current digital collection as well as future trends. The Chair thanked Ms. McCreedy for her presentation.

*Virginia McCreedy left the meeting at 8:00 pm.*

**2016 Statement of Financial Information**

**4.2 2016 Statement of Financial Information**

The Library Director briefly reviewed the library's 2016 Statement of Financial Information (SOFI).

Moved by Bob Elliott and seconded

**THAT the Library's 2016 Statement of Financial Information be received for information.**

*Carried.*

**BCLTA Conference and Workshops**

**4.3 BCLTA Conference & Workshops**

Trustees Afton Bell and Bill Lawrie provided brief reports on events they recently attended in conjunction with the BCLTA conference in April. The Chair thanked them for attending and representing the Library.

**Website Renewal Project**

**4.4 Website Renewal Project**

The Library Director provided a summary of progress to date on the website renewal project. Trustees were encouraged to fill out the online trustee stakeholder survey and to promote the public survey.

**Library Renovation Project**

**4.5 Library Renovation Project**

The Library Director indicated that the anticipated time period for construction work associated with the library renovation is mid-November until the end of December 2017. The contractor for the construction is ICE

Developments, who were also awarded the contract for the Civic Facilities Renewal project.

The Director also mentioned that on site preparation work for the Civic Facilities Project has begun; this preparatory work includes set-up of temporary office trailers and fencing.

*Bob Elliott left the meeting at 8:30 pm.*

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

**Library Board Chair**

**5.1 Library Board Chair**

The Chair indicated that she and the Library Director attended the Tri-Cities Early Childhood Development Committee's annual Tri-Cities Champions for Young Children Awards of Excellence event on May 11.

**BCLTA**

**5.2 BCLTA Liaison**

A report was sent by Dave Zille via email.

**Public Library InterLINK**

**5.3 Public Library InterLINK**

No report.

**Arts & Culture Committee**

**5.4 Arts & Culture Committee Representative**

No report.

**Roundtable**

**6. Roundtable**

There was a very brief roundtable discussion.

**Adjournment**

**7. Adjournment**

The meeting adjourned at 8:40 p.m.