



**MINUTES**

**Port Moody Public Library Board**  
**Thursday, October 21, 2021**

---

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, October 21, 2021 via Zoom.

**Present**

Pat Merrett (Chair)  
Jacquie Boyer  
Chris Dunnnett  
Daphne Herberts  
Cllr. Meghan Lahti  
Bill Lawrie  
Jo-Anne Parneta  
Daniel Qin – *arrived at 7:09 p.m.*

**In Attendance**

Marc Saunders, Library Director  
Danielle Hubbard, Deputy Director  
Dayna Solem, Administrative Assistant

**Call to Order**

**1. Call to Order**

The Chair called the meeting to order at 7:03 p.m.

Danielle Hubbard was welcomed to the meeting.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by J. Parneta and seconded

**THAT the agenda of the regular Library Board meeting of October 21, 2021 be approved**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by D. Herberts and seconded

**THAT all items on the consent agenda be approved or received for information.**

**3.1 Minutes of the regular Library Board meeting of September 16, 2021 (approval)**

**3.2 Correspondence (none)**

**3.3 Media Coverage (for information)**

**3.4 Customer Feedback (see Director's report)**

*Carried.*

	<b>4. <u>New Business</u></b>	
<b>Library Director's Report</b>	<b>4.1</b>	Library Director's Report  The Library Director's Report was received for information.
<b>Financial Projections Report</b>	<b>4.2</b>	Financial Projections Report  The Director provided a snapshot of the library's finances as of October 1, 2021.
<b>Proposed Board Meeting Schedule for 2022</b>	<b>4.3</b>	Proposed Board Meeting Schedule for 2022  The Director spoke to the recommended Board meeting schedule for 2022.  Moved by B. Lawrie and seconded  <b>That the proposed Library Board Meeting Schedule for 2022 be approved as per Option 2 described in the report which moves the August board meeting to July.</b>  <i>Carried.</i>
	<b>5. <u>Reports from Board Committees/Representatives</u></b>	
<b>Board Chair</b>	<b>5.1</b>	Update from Library Board Chair  The Chair will be presenting the 2022-2029 Library budget to council October 26, 2021 via Zoom.
<b>Policy Review Committee</b>	<b>5.2</b>	Policy Review Committee  No report.
<b>BCLTA</b>	<b>5.3</b>	BCLTA  D. Herberts reminded trustees of the BCLTA AGM Oct 26 and upcoming workshops.
<b>Public Library InterLINK</b>	<b>5.4</b>	Public Library InterLINK  B. Lawrie gave an update on Public Library InterLINK activities.
<b>Arts &amp; Culture Committee</b>	<b>5.5</b>	Arts & Culture Committee  A verbal report was provided by J. Boyer.

**Roundtable**

**6. Roundtable**

D. Hubbard spoke to her background, and trustees introduced themselves.

*D. Solem left the meeting at 7.56 p.m.*

**In-Camera**

**7. In-Camera Meeting**

Moved by J. Parneta and seconded

**THAT, as provided in section 90 (1) (a) of the Community Charter, this meeting of the Library Board be closed to the public.**

*Carried.*

The meeting moved out of in-camera and returned to a public forum at 7:57 pm.

**Adjournment**

**8. Adjournment**

The meeting adjourned at 8:14 p.m.