

## **MINUTES**

### **Port Moody Public Library Board** **Thursday, November 21, 2019**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, October 17, 2019 in the ParkLane Room, Library.

**Present**

Pat Merrett (Chair)  
Afton Bell  
Chris Dunnett  
Daphne Herberts  
Bill Lawrie  
Jo-Anne Parneta  
Dave Zille

**Regrets**

Jacquie Boyer  
Cllr. Zoë Royer

**In Attendance**

Marc Saunders, 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 7:00 p.m.

**Approval of Agenda**

**2. Approval of Agenda**

Moved by B. Lawrie and seconded

**THAT the agenda of the regular Library Board meeting of November 21, 2019 be approved.**

*Carried.*

**Consent Agenda**

**3. Consent Agenda**

Moved by A. Bell and seconded

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

- 3.1 Minutes of regular Library Board meeting of October 17, 2019 (approval)**
- 3.2 Correspondence (none)**
- 3.3 Media Coverage (information)**
- 3.4 Customer Feedback (information)**

**3.5 NewToBC: Roles & Benefits**  
**3.6 NNELS Accessible Publishing Summit:  
Advocating for Born Accessible Books**

*Carried.*

**4. New Business**

**Operational Plan  
Update Report**

**4.1 Operational Plan Update Report**

The Library Director spoke on the progress of staff strategic planning initiatives.

The Operational Plan Update was received for information.

**Library Director's  
Report**

**4.2 Library Director's Report**

The Director's Report was received for information.

The Director was asked to provide the Typical Week Activity statistics on his next report.

**Board Strategic  
Initiatives Report**

**4.3 Board Strategic Initiatives Report**

The Director reviewed options for the Board to consider as initiatives of its own within the scope of being a governance body.

The Director will draft a process document for the January Board meeting as based on discussion.

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

**Board Chair**

**5.1 Update from Library Board Chair**

The Chair provided a reminder that Board elections for Board Chair, Vice-Chair and the Executive committee will take place at the January meeting.

**BCLTA**

**5.2 BCLTA**

No report.

**Public Library  
InterLINK**

**5.3 Public Library InterLINK**

D. Zille referred to the news bulletin that he emailed to trustees.

**Arts & Culture  
Committee**

**5.4 Arts & Culture Committee**

The Chair read notes provided by J.Boyer on the Arts & Culture Committee activities.

**Roundtable**

**6. Roundtable**

There was a brief roundtable discussion.

The meeting moved in-camera at 8:35 p.m.

**In-camera**

**7. In Camera**

Moved by B. Lawrie and seconded

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

Carried.

*Library staff left the meeting at 8:45 p.m.*

The meeting moved out of in-camera and returned to a public forum at 8:55 p.m.

**Adjournment**

**8. Adjournment**

The meeting adjourned at 8:55 p.m.