

**MINUTES****Port Moody Public Library Board**  
**Thursday, May 21, 2020**

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Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, May 21, 2020 via Zoom.

**Present**

Pat Merrett (Chair)  
Afton Bell  
Jacquie Boyer  
Chris Dunnett  
Daphne Herberts  
Bill Lawrie  
Jo-Anne Parneta  
Daniel Qin  
Heather Rohrlack  
Cllr. Zoë Royer  
Dave Zille

**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 D. Herberts and seconded

**THAT the agenda of the regular Library Board meeting of May 21, 2020 be approved.**

*Carried.*

**Consent Agenda****3. Consent Agenda**

Moved by J. Parneta and seconded

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

- 3.1 Minutes of regular Library Board meeting of April 16, 2020 (approval)**
- 3.2 Correspondence (none)**
- 3.3 Media Coverage (none)**
- 3.4 Customer Feedback (for information)**

*Carried.*

**4. New Business**

**Library Director's Report**

**4.1 Library Director's Report – Updated Response to COVID-19 Pandemic**

The Library Director's report was received for information.

**Library Recovery Plan**

**4.2 Library Recovery Report Plan**

The Library Recovery Plan was discussed and the Board agreed on the following issues:

- June 1 target date for curbside pickup and drop-off
- July 2 target date for controlled access into the Library. Curbside pickup to continue for vulnerable customers.
- Open Tuesday evenings starting July 7
- Collecting fines start up with controlled access
- Advertise changes widely

Moved by J. Parneta and seconded

**THAT the Library Board endorses the Library Recovery Plan.**

*Carried.*

**AND**

Moved by J. Parneta and seconded

**THAT once the Library has moved into building access in July, the Library will open one evening per week to provide accessibility for more customers.**

*Carried.*

**Library Revenue and Expenses**

**4.3 Library Revenue and Expenses**

The Chair called for comments or questions.

Moved by C. Dunnett and seconded

**THAT the Library Board receive the 2019 Financial Snapshot for information.**

*Carried.*

	<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 advised that if an extraordinary meeting of the Board is called, a week's notice will be given.
<b>Policy Review Committee</b>	<b>5.2</b>	Policy Review Committee  The Policy Review Committee recommended two changes to library policies: 1) withdrawal of the Policy Development Process policy, and 2) reworking and renaming the Copyright Infringements Policy.  Moved by D. Herberts and seconded  <b>THAT the Library Board approve withdrawing the Policy Development Process policy.</b>  Carried.  <b>AND</b>  Moved by J. Boyer and seconded  <b>THAT the Library Board approve the revised Copyright Infringements policy hereafter to be known as the Copyright and Intellectual Property policy.</b>  Carried.
<b>BCLTA</b>	<b>5.3</b>	BCLTA  D. Zille forwarded the current month's update. Included was upcoming online workshops.
<b>Public Library InterLINK</b>	<b>5.4</b>	Public Library InterLINK  No report.
<b>Arts &amp; Culture Committee</b>	<b>5.5</b>	Arts & Culture Committee  C. Dunnett provided a brief update on the Arts & Culture committee, highlighting a future opportunity for the Library's participation in culture talks.
<b>Roundtable</b>	<b>6. <u>Roundtable</u></b>	 Z. Royer arrived at 8:16 p.m.

There was a roundtable discussion.

**Adjournment**

**7. Adjournment**

The adjourned at 8:40 p.m.