



MINUTES

Port Moody Public Library Board **Thursday, August 27, 2020**

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, August 27, 2020 via Zoom.

Present

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

Regrets

Heather Rohrlack
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 7:02 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 August 27, 2020 be approved.

Carried.

Consent Agenda

3. Consent Agenda

Moved by J. Boyer 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 June 18, 2020 (approval)

3.2 Correspondence (for information)

3.3 Media Coverage (for information)

3.4 Customer Feedback (for information)

Carried.

4. New Business

Library Director's Report

4.1 Library Director's Report

The Library Director's report was received for information.

1) Library 2021 Budget Submission Report

4.2 Library 2021 Budget Submission Report

The 2021 Budget Submission documents were received for information and discussion.

2) 2021 Financial Plan Guidelines for staff

Based on the direction outlined in the report, a detailed draft 2021 budget submission will be presented to the Library Board for approval at the September meeting.

1) Projections Report

4.3 Financial Projections Report

2) Library Financial Projections May 31, 2020

A snapshot of the library's finances as of May 31, 2020 was received for information.

2019 Annual Report

4.4 2019 Annual Report

The draft 2019 Annual Report was presented for feedback.

Moved by A. Bell and seconded

THAT the Library Board approves the 2019 Annual Report as amended:

Add the acronym for the Centre for Equitable Library Access under Accomplishments.

Carried.

Charitable Status Report

4.5 Charitable Status Report

The Director provided a report on benefits for the library becoming a registered charity.

Moved by J. Parneta and seconded

THAT the Library Board approve the Library Director to begin the process for the library to get charitable status.

Carried.

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

The Library Board Chair received feedback that thank you letters for funding do not necessarily need board approval.

Policy Review Committee

5.2 Policy Review Committee

- 1) Policy Report – Anti-Spam**
- 2) Proposed Anti-Spam Policy**

The Policy Review Committee recommended the new *Anti-Spam* policy for approval.

Moved by B. Lawrie and seconded

THAT the Library Board approve the *Anti-Spam* policy.

Carried.

BCLTA

5.3 BCLTA

A replacement is needed to attend the BCLTA AGM on Tuesday, October 6 at 7pm via Zoom. Interested trustees should contact the Library Director.

Public Library InterLINK

5.4 Public Library InterLINK

B. Lawrie discussed a reconciliation project taken on by Public Library InterLINK.

Arts & Culture Committee

5.5 Arts & Culture Committee

No report.

D. Solem left the meeting at 7:46 p.m.

The meeting moved in-camera at 7:50 p.m.

In-camera

6. In-camera

Moved by J. Parneta 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.

The meeting moved out of in-camera and returned to a public forum at 8:06 p.m.

Adjournment

7. Adjournment

The meeting adjourned at 8:06 p.m.