



Minutes

Regular Meeting - Port Moody Public Library Board

Thursday, May 21, 2026

7:00 p.m.

Brovold Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, May 21, 2026 in the Brovold Room

Present

Jeff Summers, Chair
Jeremy Browne
Lino Coria
Stephanie Lam
Jo-Anne Parneta
Debbie Shaw
Valerie Simons

Regrets

Diana Dilworth, Council Representative
Brenda Seraphim

In Attendance

Marc Saunders, Director of Library Services
Heather Hadley, Deputy Director
Ilene Cadette, Administrative Assistant

1. Call to Order

The Chair called the meeting to order at 7:00 p.m.

2. Approval of Agenda

Moved by L. Coria and seconded

THAT the May 21, 2026 Library Board meeting agenda be approved.

Carried

3. Consent Agenda

Moved by J. Parneta 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 16, 2026 (for approval)

3.2 Library Activity Overview (for information)

3.3 Revenue and Expense Report to April 30, 2026 (for information)

Carried

4. New Business

Director's Report

4.1 Library Director's Report

The Library Director's report was received for information.

Library Activity Statistics

4.2 Library Activity Statistics 2025

The library activity statistics were discussed.

Pleasantide PAC Request

4.3 Request for Letter of Support for Pleasantide Playground

Moved by V. Simons and seconded

THAT the Library Board provide a letter of support to Pleasantide Elementary PAC.

Carried

Treasurer Appointment

4.4 Request to Appoint a Treasurer

Moved by D. Shaw and seconded

THAT Stephanie Lam be appointed Treasurer for the Port Moody Public Library Board with the authority to sign off on charitable financial statements.

Carried

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

- Thank you to the Deputy Director for doing an amazing job in the Director's absence.
- Thank you to J. Browne and J. Parneta for speaking on behalf of the library at recent Council meetings.

Policy Revisions – Donations, Gifts and Fundraising

5.2 Policy Review Committee

Moved by D. Shaw and seconded

THAT the Library Board directs staff to update the *Donations and Gifts Policy (F3)* and the *Fundraising Policy (F4)* according to Option B as outlined in the Report dated May 21, 2026, and to return with a revised suite of three related policies (*Donation and Gift Acceptance (F3)*; *Fundraising and Sponsorship (F4)*; and *Naming and Donor Recognition (F5)*).

Carried

The next meeting of this committee will be June 1 at 6pm.

Fund Development Committee

5.3 Fund Development Committee

The Fund Development Committee met and discussed the draft revised policy F3. Suggested amendments will now be forwarded to the Policy Review Committee.

The next meeting of this committee will be June 3 at 4pm.

InterLINK

5.4 Public Library InterLINK

InterLINK activities will be discussed at the next meeting.

BCLTA

5.5 BCLTA

D. Shaw had forwarded two emails to the group, advising of the new president and the upcoming AGM. J. Summers to attend the AGM on behalf of PMPL and exercise the voting right if needed.

Arts, Culture & Heritage Committee

5.6 Arts, Culture & Heritage Committee

V. Simons updated the board on the work of this committee. She gave a presentation on the role and future of the library which led to an interesting discussion.

6. Roundtable

A brief roundtable was held.

7. In-Camera (an in-camera if requested)

No in-camera meeting was held

8. Adjournment

The regular meeting of the library board was adjourned at 7:58 p.m.