



Agenda

Regular Meeting - Port Moody Public Library Board

Thursday, June 18, 2026

7:00 p.m.

Brovold Room

	1.	Call to Order
Agenda (pp 1-3)	2.	Approval of Agenda
		Recommendation:
		THAT the June 18, 2026 Library Board meeting agenda be approved.
	3.	Consent Agenda
Minutes (pp 4-6)	3.1	Minutes of regular Library Board meeting of May 21, 2026 (for approval)
Library Activity Report (pp 7-8)	3.2	Library Activity Overview to May 31, 2026 (for information)
1) Staff Report (p 9) 2) Revenue and Expense Report to May 31 (pp 10-15)	3.3	Revenue and Expense Report to May 31, 2025 (for information)
		Recommendation:
		THAT all items on the consent agenda be approved or received for information as noted.
	4.	New Business
1) Director's Report (pp 16-24)	4.1	Library Director's Report
		For information and discussion
Staff Report (pp 25-27)	4.2	Enhancement Grant Update - June
		For information and discussion.
1) Staff Report (pp 28-29) 2) Budget Forecast based on data to April 30, 2026 (pp 30-35)	4.3	2026 Financial Projections Report – April 30, 2026
		For information and discussion
Presentation (pp 36-46)	4.4	Presentation: How Library Projects Get Approved

Staff Report (pp 47-49) 4.5 Direction for the 2027 Budget Submission

Recommendation:

THAT the library's 2027-2031 Five-Year Financial Plan be prepared for approval at the July Board meeting to maintain the same service levels as 2026 but include a 3% increase to the overall Collections budget.

Verbal 4.6 Board Skills Inventory

Please complete the board skills survey at this link (<https://form.jotform.com/261596284950266>) at your earliest convenience. Information from the survey will be used at the board's closed meeting in July.



5. Reports from Board Committees/Representatives

Board Chair 5.1 Update from Library Board Chair

Policy Review Committee 5.2 Policy Review Committee

Recommendation #1:

1) Donations and Gifts Policy Report (p 50-56)

2) Proposed Donations and Gifts Policy F3 (pp 57-62)

3) Current Donations and Gifts Policy F3 (pp 63-65)

4) Fees and Charges Policy Report (p 66-69)

5) Proposed Fees and Charges Policy F1 (pp 70-72)

6) Current Fees and Charges Policy F1 (pp 73-75)

THAT the Library Board approves in principle the draft *Donations and Gift Acceptance Policy (F3)* as presented in the report dated June 18, 2026,

AND THAT final approval be considered once the related *Naming and Donor Recognition Policy (F5)* has been reviewed,

AND THAT staff be directed to prepare supporting procedures (e.g. gift acceptance checklists, appraisal templates, standard gift agreement language, and receipting workflows).

Recommendation #2:

THAT the Library Board approves amending the *Fees and Charges Policy (F1)* as presented in the report dated June

18, 2026 which will come into full effect by September 14, 2026.

Fund Development Committee

5.3 Fund Development Committee

InterLINK

5.4 Public Library InterLINK

Arts, Culture & Heritage Committee

5.5 Arts, Culture & Heritage Committee

BCLTA

5.6 BC Library Trustees Association

6. Roundtable

7. In-Camera (*no in-camera planned*)

8. Adjournment
