Port Moody Public Library

Minutes

Regular Meeting - Port Moody Public Library Board

Thursday, September 10, 2026
7:00 p.m.
Brovold Room

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, September 10, 2026 in the Brovold Room.

Present

Jeff Summers, Chair
Jeremy Browne
Lino Coria
Diana Dilworth, Council Representative
Stephanie Lam
Jo-Anne Parneta
Brenda Seraphim
Valerie Simons

Regrets

Debbie Shaw

In Attendance:

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

1. Call to Order

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

2. Approval of Agenda

Moved by S. Lam and seconded by B. Seraphim

THAT the September 10, 2026 Library Board meeting agenda be approved.

Carried

3. Consent Agenda

Moved by L. Coria and seconded by J. Browne

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

3.1 Minutes of regular Library Board meeting of July 16, 2026 (for approval)
3.2 Library Activity Overview (for information)
3.3 Revenue and Expense Report to August 31, 2026 (for information)
3.4 Correspondence (for information)

Carried

4. New Business

Director's Report

4.1 Library Director's Report

The Director's report was discussed.

Library Holiday Closure Schedule

4.2 Library Holiday Closure Schedule

Moved by J. Browne and seconded by V. Simons

THAT the proposed 2027 Holiday Closure Schedule be approved.

Carried

Verbal Report

4.3 Fees for People with Low Barrier and Accessible Status

Moved by B. Seraphim and seconded by S. Lam

THAT the following sentence be added to the Fees and Charges Policy F1, section 3.1: "Patrons with "Low Barrier" or "Accessible" status are exempt from this charge."

Carried

5. Reports from Board Committees/Representatives

Board Chair

5.1 Update from Library Board Chair

- Summer Reading Club medal ceremony went well.
- One-on-one meetings with electoral candidates will be offered. A small pamphlet has been prepared.
- B. Seraphim and L. Coria will present at the Open House.
- B. Seraphim will make a speech at the White Pines Gala. All trustees are invited to attend.
- The Library Board will present the budget request to Council on Nov 20. Time to be advised. Trustees are encouraged to attend.

Naming and Donor Recognition Policy

5.2 Policy Review Committee

Moved by V. Simons and seconded by L. Coria

THAT the Library Board approves the *Naming and Donor Recognition Policy (F5)* as presented in the report dated September 10, 2026,

AND THAT the Library Board gives final approval for the *Donations and Gift Acceptance Policy (F3)*, which received in principle approval at the June 2026 board meeting, and the *Fundraising and Sponsorship Policy*

***(F4)*, which received in principle approval at the July 2026 board meeting, both which are presented for final approval without substantive change,**

AND THAT staff be directed to report on the supporting procedures and documentation developed in support of these policies.

Carried

Fund Development Committee

5.3 Fund Development Committee

The committee will meet in October to discuss next steps and points to include in the November budget presentation.

InterLINK Infographic

5.4 Public Library InterLINK

An infographic and talking points list has been prepared for UBCM attendees.

Arts, Culture & Heritage Committee

5.5 Arts, Culture & Heritage Committee

Nothing new to report.

BCLTA

5.6 BC Library Trustees Association

There was discussion about plans for advocacy for 2027.

6. Roundtable

A brief roundtable was held.

7. In-Camera

Moved by L. Coria and seconded by S. Lam

THAT, as provided in sections 17.2.1 and 17.2.8 of the Board Meeting policy, this part of the meeting of the Library Board be closed to the public.

Carried

The meeting moved in-camera at 7:42 p.m.
The meeting moved out of in-camera at 8:14 p.m.

8. Adjournment

The regular meeting of the library board was adjourned at 8:15 p.m.