

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, November 30, 2016

Regular Meeting 5:30 pm to 7:30 pm

Administration Boardroom

A G E N D A

1. Call To Order
2. Approval of Agenda

EDUCATION SESSION:

3. (a) Outline of Education Session Topics Attached
(b) LLEAD Project Presentation (*Melanie Au*)

BUSINESS SECTION:

4. Approval of Meeting Minutes
(a) Regular Meeting Minutes of October 26, 2016 Attached
(b) Closed Meeting Minutes of October 26, 2016 Enclosed
5. Business Arising
None
6. Correspondence
(a) Letter dated November 7, 2016 from G. Buss Attached

COMMUNITY:

7. Report from Councillor Au
8. Report from Friends of the Library (*Betsy Blair*)
(a) Letter dated October 31, 2016 to Mayor and Council Attached
(b) Letter dated November 21, 2016 from Jane Fernyhough Attached
(c) November AGM Update
9. Customer Comments
(a) Summary Attached
(b) Letter dated October 19, 2016 re: Organization of Library Material and response dated October 24, 2016 Attached

BOARD:

10. Items For Decision and/or Discussion
(a) Council Referral Report – Impacts of Proposed Library Budget Increases
i. Report to Committee Attached
ii. Excerpt of Minutes of November 7, 2016 Finance Committee Meeting Attached
(b) 2017 Operating and Capital Budgets
i. Report to Committee Attached
ii. Additional Level Request – Expanded Children and Family Services Attached
iii. Additional Level Request – Expanded Senior Services Attached

- (c) Call for Nominations for 2017 Board Attached
- (d) Ministry of Education Libraries Branch – *Inspiring Libraries, Connecting Communities; A vision for public library service in British Columbia* Enclosed
- (e) 2016 Self-Evaluation Survey Report Attached
- (f) Board Donation 2016 Recommended Project (*Shaneena Rahman*) Attached
- (g) 2017 Conference Planning
 - i. Conference Attendance and Travel Policy Attached
 - ii. Upcoming 2017 Conferences Attached
 - iii. Ontario Library Association (OLA) Super Conference 2017 Attached

INTERLINK:

- 11. InterLINK Meeting Report (*Robin Leung*)

BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:

- 12. BCLTA Report (*Susan Koch*)
 - (a) November Bulletin Attached

STAFF OPERATIONS:

- 13. Deputy Chief Librarian's Report
 - (a) Update on Launchpad

- 14. 2016 Employee Survey (*Susan Walters*)
 - (a) Summary of Results Attached
 - (b) Complete Report Enclosed

- 15. Program Reports
 - (a) Adult Programs and Events and Outreach (*Lee Anne Smith*) Attached
 - (b) Children and Family Services Programs (*Melanie Au*) Attached

- 16. Project Reports
 - (a) Patron Initiated Interlibrary Loan (*Ping He*) Attached

ITEMS FOR INFORMATION

- 17. 2016 Audit Preparation
 - (a) Planning Meeting with Auditors – October 24 Attached
 - (b) Audit Planning Letter – November 7 Attached
- 18. Excerpt of November 14, 2016 Council Minutes: Library Board Appointments and Letters dated November 17, 2016 appointing for two-year term to end December 31, 2018 Attached
- 19. Writer-in-Residence Final Celebration – November 20
- 20. Invitation to Board Social – December 2 Attached
- 21. Board Calendar and Work Plan Attached

OTHER BUSINESS

NEXT MEETINGS

Regular Meeting
Wednesday, January 25, 2017
5:30 to 7:30 pm

ADJOURNMENT