

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, March 30, 2016

Regular Meeting 5:30 p.m. to 7:30 p.m.

Administration Boardroom

A G E N D A

NOTE: Board individual photographs and group photograph will begin at 5:00 pm

1. Call to Order
2. Approval of Agenda

EDUCATION SESSION:

3. (a) Outline of Educational Session Topics Attached
- (b) A Refocussed Children's and Family Services Plan (*Melanie Au*) Attached
- i. Refocussed Children's and Family Services Plan Project Charter Attached
- ii. Refocussed Children's and Family Services Plan Timeline Attached

BUSINESS SECTION:

4. Approval of Meeting Minutes
- (a) Regular Meeting Minutes of February 24, 2016 Attached
5. Business Arising
- (a) Summary of Requests for Reconsideration 2006-2015 Attached
- (b) Request for Reconsideration Status Report 1978-2015 Attached
6. Correspondence
- (a) Letter dated January 28, 2016 from Richmond Community Foundation re: 2015 distributable income Attached
- i. Letter dated February 26, 2016 re: Fund statement Attached
- ii. Letter dated March 3, 2016 re: Friends donation to endowment fund Attached

COMMUNITY:

7. Report from Councillor Au
8. Report from Friends of the Library (*Betsy Blair*)
9. Summary of Customer Comment Forms Attached

BOARD:

10. Items For Decision and/or Discussion
None.

INTERLINK:

11. InterLINK Report (*Robin Leung*)
- (a) 2016 InterLINK budget (received for information) Attached

BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:

12. BCLTA Report (*Susan Koch*)
- (a) BCLTA Bulletin March 2016 Attached

STAFF OPERATIONS:

- 13. Deputy Chief Librarian's Report
 - (a) Operational Highlights for March Attached
 - (b) Staff Development and Training Project Report Attached
 - i. Organization Chart Attached
 - ii. 2015 Summary of Staff Training Attached
 - (c) Summary of Customer Complaints, Comments and Questions regarding Changes to Fines and Loans and Hours of Operation (*Stephanie Vokey*) Attached

- 14. Program Reports
 - (a) Programs and Outreach (*Lee Anne Smith*) Attached

- 15. Project Reports
 - (a) Community Outreach: United Way Avenues of Change (*Melanie Au*) Attached
 - (b) Early Years Centre Strategy (*Melanie Au*) Attached
 - (c) Member Feedback Survey on Recent Changes to Loan Periods, Borrowing Limits, Renewals and Late Charges (*Stephanie Vokey*) Attached

ITEMS FOR INFORMATION:

- 16. Special Meeting March 2 Notes Attached
- 17. Richmond Chinese Community Society Dinner March 3 Report
- 18. Library Champions Celebration March 4 Report
- 19. Invitation to Community Volunteer Appreciation Event – April 28 (*Lee Anne Smith*) Attached
- 20. 2015 Staff Recognition/Retiree Event – Set date in May Attached
- 21. Board Calendar and Work Plan
- 22. New Trustee Orientation Branch Tours – Set date in April

OTHER BUSINESS

NEXT MEETINGS

Regular Meeting
Wednesday, April 27, 2016
5:30 to 7:30 pm

Regular Meeting
Wednesday, May 25, 2016
5:30 to 7:30 pm

ADJOURNMENT