

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, February 29, 2012

Present: Pat Watson, Chair
Peter Kafka, Vice Chair
Councillor Linda Barnes
Mark Bostwick
Dulce Cuenca
Sanjiv Khangura
Susan Koch
Simon Tang

Greg Buss, Chief Librarian and Secretary to the Board

Regrets: Diane Cousar

BUSINESS SECTION

1. Call to Order

The meeting was called to order at 5:30 pm.

2. Approval of Agenda

MOVED: That the agenda be approved as presented.

BARNES/BOSTWICK.....CARRIED

3. Approval of Minutes

MOVED: That the minutes of the regular meeting of January 25, 2012 be approved as presented.

KOCH/TANG.....CARRIED

4. Business Arising

The board materials will now be provided on the board blog. Those who do not wish to receive a hard copy were requested to let Greg now.

5. Correspondence

None

EDUCATION SESSION

6. An outline of education topics completed and planned for future was included for information.

- (a) Susan Walters presented a demonstration of our new eBook site, which was launched on February 21st.

Staff have been trained to assist customers in navigating the site and downloading materials. Adult materials have higher demand right now. Quarterly statistics will be provided to track ebook use. We are negotiating directly with Overdrive, as are all large libraries. Some problems with the search function were noted, Overdrive is addressing these issues. Please send other comments to Susan or Virginia, or chat or webmaster. More public relations efforts are planned, as we build the collection and fix database issues.

- (b) The Canadian rating system for home videos was included for information.
(c) The Canadian TV classification system was included for information.
Susan noted that we are beginning to offer higher rated materials to the public.

STAFF OPERATIONS

7. Freedom to Read Week

Greg noted our in-house display and website information and the fact that there were no challenges in 2011.

- (a) This year's press release was included for information
(b) The 2012 Freedom to Read Week Information Package was enclosed for information.

Board members expressed appreciation for the package and noted the ongoing importance of intellectual freedom and the library's responsibility to protect it.

8. Strategic Plan Reports

- (a) Wendy's written report on the recent Chinese New Year Celebration was included. Wendy reported on behind-the-scenes changes this year included an organizing committee which provided support, shared skills and contributed to collaborative development of programs. Linda noted that the City Centre Community Society is very interested in celebrating Chinese New Year in their new facility being built soon.
(b) A written report on the recent Children's Art Festival was presented on table. Virginia reported that the event was 5 days of activities on 4 school days and a weekend day. This successful event has been growing over the past 4 years and it is anticipated to grow to a full 7 day event next year.

9. From Criticism to Mutual Support: Richmond Public Library's Relationship with the Cantonese Speaking Community

A paper Wendy Jang prepared for the 5th International Conference of Institutes and Libraries for Chinese Overseas Studies was included for information. The Board noted that this history of Multicultural Services at RPL is a valuable document. They suggested that a longer history of the library including a timeline would be valuable too.

10. Writer-in-Residence Program: Invitation to Attend Public Reading

The final event in the Writer-in-Residence program is a public reading by ESL writers who participated in the workshops, to be held on March 29th from 7-9pm. Please let Shelley know if you can attend.

11. Chief Librarian's Verbal Report

Greg reported that he attended a City Directors' meeting and anticipates more co-operative efforts happening with the City in the future. The library's Department Heads are meeting twice a month while significant changes in the library service model are happening. Communication of these changes and management of the system-wide change process is his main focus these days.

COMMUNITY

12. Report from Councillor Barnes

Linda reported that Council passed operation and capital budgets and will be looking at allocating surplus funds next. Linda informed the Board that she is taking a two month leave from Council from March 13th to May 13th for an overseas trip, and Councillor Derek Dang will act as alternate.

13. Friends of the Richmond Library

Debbie Newton reported that the Friends of the Richmond Library 40th Anniversary committee is preparing for an event, likely the last weekend in July. Debbie presented a recent donation of a Vancouver Sun edition celebrating Queen Elizabeth's coronation held on June 2, 1953. Debbie noted that the Friends would be happy to promote ebooks or other library services at their book sales.

14. InterLINK Report

A memo from InterLINK Board of Directors regarding their Strategic Plan Refresh and notes of the December 9, 2011 Planning Committee meeting were presented on table.

Mark reported that he attended the InterLINK meeting on February 28th, at which there was discussion of a grant of \$500,000 amongst 9 libraries for immigrant settlement programs. Greg will get more information at the upcoming AAG meeting, including how much RPL will receive.

Mark also reported that there was a discussion about the future of the Teen Reading Club. The TRC was funded in the past by a grant from Telus, which may no longer fund the program. InterLINK discussed using reserves and decided to use up to \$10,000 to top up any funding from Telus for the Teen Reading Club program.

Mark asked for comment on the Strategic Plan Refresh so he can take comments back to the next meeting.

15. British Columbia Library Trustees Association Report

Peter reported that a new Executive Director has been hired, and a Media Release is expected soon.

Peter also reported that the conference committee decided that there will not be a BCLTA Trustee's social event at the upcoming BCLA/BCLTA conference.

16. Customer Comment Forms

Pat noted that the customer comment forms were on table for review.

(a) Summary of Comments

The summary of comments is included for information.

BOARD

17. Items for Decision and/or Discussion

(a) The Strategic Plan Implementation Status Report for February was included. Greg noted that work is underway to translate our strategic plan into a format that will fit with the City's goals.

i. Notes of a Special Meeting on February 15th were included.

(b) The Fund Development Status Report for February was included.

i. to iii. The board discussed the Richmond Community Foundation Richmond Public Library Endowment Fund. Deposits to the capital account remain there in perpetuity.

iv. An activity report for the Richmond Chinese School Foundation was included.

(c) The Policy Development Status Report for February was included.

(d) A draft revision of the Self-Evaluation survey was included for comment. Pat requested feedback in preparation for a one-hour special meeting to be scheduled in future specifically to review and update the survey.

(e) If Board are interested in an educational opportunity they were requested to let Greg know. The library would arrange registration. The Board asked if they could attend an opportunity on their own and expense it back to the library. Greg responded that they could, but also encouraged them to share opportunities with the entire board because the opportunity may be of interest to others.

(f) The Board discussed their Posterous Blog experiences to date. Greg noted that three library staff have access so it is not totally private.

(g) Upcoming conference attendance: Dulce is registered for PLA in Philadelphia, PA; Pat and Peter requested ALA in Anaheim, CA; Simon requested CLA in Ottawa, ON; Sanjiv requested BCLA in Richmond. Susan will contact Greg with her choice.

(h) The Board discussed 2012 Budget updates for both Operating and Capital budgets. The additional level request regarding the Lee Donation and the Library Feasibility Study will be reviewed again when the City reviews requests for surplus funds.

18. Items for Information

- (a) Pat thanked all Board and staff who attended the recent Richmond Chinese Community Society Dinner.
- (b) Councillor McPhail has completed a tour of the library. A tour for Councillor Au will be arranged as soon as possible.
- (c) Dates and times for seven other local public library boards were included for information. Trustees who want to attend another Board's meeting were requested to contact that Board in advance as a courtesy. The RPL Board will concentrate on an upcoming meeting with the Surrey Board.
- (d) A press release dated February 21, 2012 from the Ministry of Education regarding the 2012/13 budget was included for information
- (e) A response from BCLA was included for information.
- (f) The current *Feliciter* issue was presented on table.
- (g) The calendar and work plan were included.

19. Other Business

None.

20. Date of Next meeting

The next meeting is **Wednesday, March 28, 2012 at 5:30 pm.**

Adjournment

There being no further business, the Chair declared the meeting adjourned at 7:40 p.m.

CHAIR



CHIEF LIBRARIAN

