

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, January 30, 2013

Regular Meeting 5:30 pm to 7:30 pm

Administration Boardroom

A G E N D A

BUSINESS SECTION:

1. Call To Order
2. Approval of Agenda
3. Approval of Meeting Minutes
 - (a) Regular Meeting Minutes of November 28, 2012 Attached
4. Election of Chair and Vice Chair for 2013
5. Business Arising
None
6. Report from Councillor Barnes
7. Report from Friends of the Library (*Debby Newton*)
 - (a) Letter dated December 14, 2012 to Friends of the Library re: donation Attached
 - (b) Letter dated November 30, 2012 re: Richmond Community Foundation Donation Attached
 - (c) Letter dated December 11, 2012 re: Receipt for Donation Attached
8. Correspondence
 - (a) Letters dated November 27, 2012 to Diane Cousar, Susan Koch and Pat Watson to advise on their re-appointment for two year terms ending December 31, 2014 Attached
 - (b) Letter dated December 11, 2012 to advise on appointment of Linda Barnes as Council representative for 2013 Attached
 - (c) Letter dated January 7, 2013 re: Donation from National Bank Financial Ltd. Attached
 - (d) Letter dated January 15, 2013 re: Renaissance Club Attached

EDUCATION SESSION:

9. Outline of Educational Session Topics Attached
 - (a) 2013 All Staff meetings: Purpose and Summary (*Susan*) Attached

STAFF OPERATIONS:

10. Update on Contract Negotiations (*Greg*)
11. 2013 Hours of Operation (*Susan*) Attached
12. 4th Quarter Reports:
 - (a) Human Resources Activity Report – January to December 2012 Attached
 - (b) Statistics Attached

- 13. Information Technology
 - (a) November 2012 Cracking/Phishing Follow Up Attached
 - (b) Community Infrastructure Improvement Fund Grant Award Attached
- 14. Customer Comment Forms On Table
 - (a) Summary of comments Attached

INTERLINK:

- 15. InterLINK Report (*Mark Bostwick*)
 - (a) Proposed Year 2013 InterLINK Operating Budget for RPL's Board consideration and comment Attached

BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:

- 16. BCLTA Report (*Peter Kafka*)

BOARD:

- 17. Items For Decision and/or Discussion
 - (a) Appointment of 2013 Committees and Representatives
 - i. 2012 Appointments Attached
 - (b) Strategic Plan Update
 - i. Notes of Special Meeting December 12, 2012 Attached
 - ii. Minutes of Special Meeting December 12, 2012 Attached
 - iii. Strategic Planning Status Report Attached
 - (c) 2012 Board Self Survey Report Attached
 - (d) Terracotta Warrior Donation Opportunity Attached
 - (e) Donation and Issuing of Tax Receipts Policy and Procedures – Update Attached
 - (f) Freedom to Read Week Proclamation Attached
 - (g) Possible dates for Board Social: June 6 or 13
 - (h) Possible Board meeting date changes:
 - February 27th moved to February 28th
 - March 27th moved to April 3rd
 - (i) Letter dated January 16, 2013 re: Richmond Public Library Permanent Agency Endowment Fund 2013 Disbursable Investment Income Attached
 - Recommendation:*
 - Distribution of \$800.48 be re-invested in the Endowment Fund
 - (j) RCCS community dinner February 27th Attached
- 18. Items for Information
 - (a) 2012 Conferences
 - i. Excerpt of Board policy re: conference attendance and travel Attached
 - ii. Conference Schedule Attached
 - (b) Family Literacy Day Kickoff
 - (c) CLA Membership Renewal Attached
 - (d) Electronic edition of *Feliciter* – posted on Board Blog when available.
 - (e) Calendar and Work Plan Attached
- 19. Other Business
- 20. Date of Next Meeting:
To Be Confirmed
5:30 to 7:30 pm
- 22. Adjournment