

# RICHMOND PUBLIC LIBRARY BOARD

Wednesday, September 28, 2011

Regular Meeting 6:00 pm to 7:30 pm

Administration Boardroom

## A G E N D A

**5:00 to 6:00:** Tea for Ruth Collison to celebrate the John Collison Community Development Collection.

### **BUSINESS SECTION:**

1. Call To Order
2. Approval of Agenda
3. Approval of Meeting Minutes
  - (a) Regular Meeting Minutes of July 27, 2011 Attached
  - (b) Closed Meeting Minutes of July 27, 2011 Enclosed
4. Business Arising
  - (a) Outstanding Items to be Brought Forward at a Later Date Attached
5. Correspondence
  - (a) Letter dated July 27, 2011 from Libraries and Literacy re: 2011/12 Provincial Support Attached

### **EDUCATION SESSION:**

6. (a) Outline of Educational Session Topics Attached

### **STAFF OPERATIONS:**

7. Strategic Reports:
  - (a) Summer Reading Club (*Virginia McCreedy*) Attached
  - (b) Adult Reading Club (*Virginia McCreedy*) Attached
  - (c) Teen Reading Club (*Virginia McCreedy*) Attached
  - (d) Richmond Job Fair (*Wendy Jang*) Attached
8. Cultural Days and 35<sup>th</sup> Birthday Celebration (*Dace Starr*) Attached
9. Chinese Health Expo (*Wendy Jang*) Attached
10. Launch of new Ask Us Chat Service (*Susan Walters*) Attached
11. Chief Librarian's Verbal Report Attached

### **COMMUNITY:**

12. Report from Councillor Barnes
13. Friends of the Library Report (*Betsy Blair*)

- 14. InterLINK Report (*Mark Bostwick*)
  - (a) Letter dated July 21, 2011 from Public Library InterLINK re: 2010 Net Provider payment Attached
  - (b) Letter dated August 9, 2011 to acknowledge payment Attached
- 15. British Columbia Library Trustees Association Report (*Peter Kafka*)
- 16. Customer Comment Forms On Table
  - (a) Summary of comments Attached

**BOARD:**

- 17. Items For Decision and/or Discussion
  - (a) Fund Development Status Report Attached
    - i. John Collison Collection Attached
    - ii. Appraisal of the Dr. and Mrs. Lee Donation Attached
    - iii. Letters dated August 8 and 12, 2011 re: Ben and Esther Dayson Charitable Foundation donation Attached
  - (b) Policy Development Status Report Attached
    - i. Draft amendment to policy 3.2 Board Meetings Attached
  - (c) Strategic Planning Status Attached
    - i. Richmond – City of Readers Strategic Plan 2011-2014 On Table
  - (d) 2012 Library Board Appointments
    - i. Schedule of Dates Attached
    - ii. Current Board Membership List Attached
    - iii. Trustee Recruitment Policy Attached
    - iv. Trustee Competencies Attached
    - v. Establishment of Board Recruitment Committee
    - vi. 2012 Recruitment Package Enclosed
  - (e) Board Training and Development Survey of Educational Opportunities
  - (f) 2012 Budget Process
    - i. 2012 Operating Budget Submission Attached
    - ii. 2012 Additional Level Request Submission Attached
    - iii. 2012 Capital Project Submission – Library Book Purchases Attached
    - iv. 2012 Capital Project Submission – Library Feasibility Study: Steveston, Cambie and Hamilton Attached
  - (g) Meeting with Mayor
  - (h) Richmond Chinese Community Society Invitation Attached
- 18. Items For Information
  - (a) 2010 Report to the Community On Table
  - (b) Feliciter, Vol. 58 No. 4 (2011) On Table
  - (c) Calendar and Work Plan Attached
- 19. Other Business
- 20. Date of Next Meeting:  
**October 26, 2011**  
**5:00 pm to 7:30 pm**
- 21. Adjournment