

# RICHMOND PUBLIC LIBRARY BOARD

Wednesday, September 29, 2010

Regular Meeting 7:00 pm to 9:30 pm

Administration Boardroom

## A G E N D A

	Time	For Information	For Discussion	For Decision
<b><u>BUSINESS SECTION:</u></b>				
1. Call To Order	7:00			
2. Approval of Agenda				X
3. Approval of Minutes				
(a) Regular Meeting Minutes of July 28, 2010 (Attached)				X
4. Business Arising				
(a) Outstanding Items to be Brought Forward at a Later Date (Attached)		X		
(b) Mercer Valuation on Post Employment Benefits (Enclosed)		X		
5. Correspondence				X
(a) Letter dated August 3, 2010 from PLSB re: 2010/2011 Provincial support for Richmond (Attached)		X		
(b) Letter dated September 15, 2010 from Minister of State (Transport) re: Library Book Rate (Attached)		X		
<b><u>COMMUNITY:</u></b>				
6. Report from Councillor Barnes		X		
7. Friends of the Library Report		X		
8. InterLINK Report				
(a) Letter dated July 22, 2010 from InterLINK re: net lending in 2009 (Attached)		X		
(b) Letter dated July 29, 2010 to acknowledge funds (Attached)		X		
9. British Columbia Library Trustees Association Report				
(a) Library Appreciation event at UBCM (Attached)		X		
10. Customer Comment Forms (On Table)		X		
(a) Summary of comments (Attached)		X		
<b><u>BOARD:</u></b>				
11. Activities	7:45			
(a) Scotiabank Filipiniana Collection Inauguration (Attached)		X		
(b) Invitation to Richmond Chinese Community Society Dinner and Dance October 30, 2010 (Attached)			X	X
(c) <i>Feliciter</i> Vol. 56 No. 4 (2010) (Enclosed)		X		
(d) Calendar and Work Plan (Attached)		X		
12. Governance				
(a) Fund Development				
i. Fund Development Status September 2010 (Attached)		X		
ii. Letter of Understanding with Richmond Chinese School Foundation (Attached)		X		

		Time	For Information	For Discussion	For Decision
(b) Policy Development					
i. Policy Development Status September 2010	(Attached)		X		
ii. Revised Policy – Roles and Responsibilities of the Trustee	(Attached)				X
iii. Draft Policy – Roles and Responsibilities of the Board Chair/Vice Chair	(Attached)				X
(c) Strategic Planning Steering Committee					
i. Strategic Planning Status September 2010	(Attached)		X		
ii. August 10 <sup>th</sup> Planning session materials	(Attached)		X		
iii. August 10 <sup>th</sup> Outcomes	(Attached)		X		
iv. Letter dated September 7 <sup>th</sup> to L. Tompkins	(Attached)		X		
v. Library User Survey to Gather Information for OCP Submission	(Attached)		X		
(d) 2011 Library Board Appointments					
i. Schedule of Dates	(Attached)		X		
ii. Current Board Membership List	(Attached)		X		
iii. Trustee Recruitment Policy	(Attached)		X		
iv. Trustee Competencies	(Attached)		X		
v. Establishment of Board Recruitment Committee					X
vi. 2010 Recruitment Package	(Enclosed)		X		
(e) Board Training and Development				X	
(f) 2011 Budget Process					
i. 2011 Budget Submission	(Attached)			X	
<b>STAFF OPERATIONS:</b>		9:00			
13. Monthly Statistics	(Attached)		X		
(a) Comparative statistics from InterLINK libraries	(Attached)		X		
14. Strategic Plan Project Reports:					
(a) Richmond Job Fair	(Attached)		X		
(b) Outreach to Richmond Jewish Day School	(Attached)		X		
(c) Summer Reading Club					
(d) Teen Reading Club					
15. Automated Materials Handling System	(Attached)		X		
16. RPL 2009 Annual Report to the Community	(Enclosed)		X		
17. RPL Book Donation to Xiamen Friendship City	(Attached)		X		
<b>18. Other Business</b>					
19. Date of Next Meeting October 27, 2010					
20. Adjournment		9:30			