

WEDNESDAY, NOVEMBER 29, 2017

5:30 p. m. to 7:30 p. m.
Administration Boardroom

1. Call to Order
2. Approval of Agenda

EDUCATION SESSION:

3. (a) Education Session List of Topics Attached
- (b) Library Without Walls. (*Mark Ellis*) Attached

BUSINESS SECTION:

4. Approval of Meeting Minutes
(a) Regular Meeting Minutes of October 25, 2017 Attached
5. Business Arising
None.
6. Correspondence
(a) Letter dated October 30, 2017 from Ministry of Education, Libraries Branch re: grants Attached
(b) Status report of grants received Attached
(c) Letter dated November 29, 2017 acknowledging Ministry of Education, Libraries Branch grants received Attached

COMMUNITY:

7. Report from Councillor
8. Report from Friends of the Library (*Debby Newton*)
9. Summary of Customer Comments Attached

BOARD:

10. Items for Decision and/or Discussion
(a) Draft 2018 Operating and Capital Budgets
i. Report to Committee Attached
ii. Excerpt from Minutes of the Finance Committee, November 6, 2017 Attached
(b) 2018 Trustee Update
i. Excerpt from Minutes of Open Council Meeting Attached
November 14, 2017
(c) 2017 Board Self Evaluation Survey Report Attached
(d) 2017 Board Donation Suggested Project (*Shaneena Rahman*) Attached
(e) 2018 Board Meeting Suggested Dates Attached

- (f) Policy Review:
 - i. 3.2 Board Meetings Attached
 - ii. 5.13 Facility Code of Conduct Attached
 - iii. 5.14 Facility Suspension Procedure Attached
- (g) 2017 Audit Planning Letter Attached

INTERLINK

- 11 InterLINK meeting Report (*Jordan Oye*)

BC LIBRARY TRUSTEES ASSOCIATION

- 12. BCLTA Report (*Arseniy Shchedrinskiy*)

STAFF OPERATIONS:

- 13. Chief Librarian's Report
 - (a) Workspaces and Technology Improvements, Staff Training and Development Investments Attached
- 14. Staff Report with Brief Presentation
 - (a) Seniors Services and Home Services Update Attached
- 15. Staff Reports
 - (a) Children and Family Services (*Melanie Au*) Attached
 - (b) Children and Family Services (*Kate Adams*) Attached
 - (c) Circulation and Merchandising (*Serena Griffin*) Attached
 - (d) Collections (*Shaneena Rahman*) Attached
 - (e) Community Services (*Anne Bechard*) Attached
 - (f) Digital Services (*Cindy Ho*) Attached
 - (g) Information Services (*Ping He*) Attached
 - (h) Information Technology (*Mark Ellis*) Attached
 - (i) Marketing (*Anne Bechard*) Attached
 - (j) Social Media Activity (*Anne Bechard*) Attached
 - (k) Multicultural and Chinese Community Services (*Wendy Jang*) Attached
 - (l) Risk Management and Liability (*Bob McGall*) Attached

ITEMS FOR INFORMATION:

- 16. Upcoming Advocacy Opportunities Attached
- 17. Board Calendar and Work Plan Attached

OTHER BUSINESS:

- 18. Thank you to Simon Tang for 8 years of service.

NEXT MEETINGS:

Regular Meeting	Regular Meeting
Wednesday, January 31, 2018	Wednesday, February 28, 2018
5:30 to 7:30 PM	5:30 to 7:30 PM

ADJOURN:

CLOSED MEETING TO FOLLOW.