

# RICHMOND PUBLIC LIBRARY BOARD

Wednesday, October 27, 2010

Regular Meeting 7:00 pm to 9:30 pm

Administration Boardroom

## A G E N D A

6:30 – Sorting machine demonstration in the Circulation Workroom. Please meet in the Board room.

	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 September 29, 2010 (Attached)				X
4. Business Arising (a) Outstanding Items to be Brought Forward at a Later Date (Attached)		X		
5. Correspondence (a) Invitation to Richmond Community Foundation 20 <sup>th</sup> Anniversary VIP Reception, October 28 <sup>th</sup> (Attached)		X		X
<b><u>COMMUNITY:</u></b>				
6. Report from Councillor Barnes		X		
7. Friends of the Library Report		X		
8. InterLINK Report		X		
9. British Columbia Library Trustees Association Report (a) UBCM Report (Attached) (b) Letter from BCLTA (Attached)		X X		
10. Customer Comment Forms (On Table) (a) Summary of comments (Attached)		X X		
<b><u>BOARD:</u></b>				
11. Activities	7:45			
(a) World Food Day and Science Bash Opening Ceremonies		X		
(b) Civic Appreciation Reception		X		
(c) <i>Felicitier</i> , Vol.56.No.5 (2010) (Enclosed)		X		
(d) Calendar and Work Plan (Attached)		X		

		Time	For Information	For Discussion	For Decision
12. Governance					
(a) Fund Development					
i. Fund Development Status October 2010	(Attached)		X		
ii. Letter dated September 6, 2010 from Richmond Chinese School Foundation	(Attached)		X		
iii. Letter dated October 15 <sup>th</sup> to acknowledge donation	(Attached)		X		
iv. Press Release	(Attached)		X		
(b) Policy Development					
i. Policy Development Status October 2010	(Attached)		X		
(c) Strategic Planning Steering Committee					
i. Strategic Planning Status October 2010	(Attached)		X		
ii. Rough draft of OCP submission	(Attached)		X		
(d) 2011 Library Board Appointments					
i. Trustee Recruitment Update	(Attached)		X		
(e) 2011 Budget Process					
i. 2011 Budget Submission	(Attached)			X	X
ii. Explanation of significant line item increases or decreases	(Attached)		X		
iii. 2010 Actual as of September 30 <sup>th</sup>	(Attached)		X		
iv. Additional Level Request	(Attached)			X	X
(f) 2010 Annual Report to Council	Attached			X	
(g) Board Self Evaluation Survey	(Enclosed)				X
(h) 2009 Performance Measurements	(Enclosed)			X	
<b><u>STAFF OPERATIONS:</u></b>		9:00			
13. Monthly Statistics	(Attached)		X		
14. World Food Day	(Attached)		X		
15. Brighthouse Science Bash	(Attached)		X		
16. Remembrance Day Celebration	(Attached)		X		
17. InterLINK Fines, Fees and Charges Survey	(Attached)		X		
<b>18. Other Business</b>					
19. Date of Next Meeting November 24, 2010					
20. Adjournment		9:30			