

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, June 27, 2012

Present: Pat Watson, Chair
Peter Kafka, Vice Chair
Councillor Linda Barnes
Mark Bostwick
Diane Cousar
Sanjiv Khangura
Simon Tang
Susan Koch

Greg Buss, Chief Librarian and Secretary to the Board

Regrets: Dulce Cuenca

BUSINESS SECTION

1. Call to Order

The meeting was called to order at 5:30 pm.

2. Approval of Agenda

MOVED: That the agenda be approved with the addition of item 16(c) on table, and that items 10 and 11 be moved up to appear after item 5.

.....CARRIED

3. Approval of Minutes

MOVED: That the minutes of the regular meeting of May 30, 2012 be approved as presented with one correction to item 6(a).

BOSTWICK/KHANGURA.....CARRIED

4. Business Arising

None

5. Correspondence

None

10. Report from Councillor Barnes

Councillor Barnes noted that Council allocated \$100,000 toward inventory and processing of the Dr. Lee donation. The Board thanked Councillor Barnes for her support in this project.

11. Friends of the Richmond Library

Allison Cormack reported that the Friends are pleased to participate on Canada Day and will hold a mini book sale. Invitations to the Board to the Saturday, July 28, 2012 Friends of the Richmond Library 40th Anniversary party were presented on table. The event will be held from 1:00 to 3:00 with ceremonies at 1:30 pm, in the Performance Hall.

EDUCATION SESSION

6. An outline of education topics completed and planned for future was included for information.
 - (a) Lee Anne Smith spoke to the written report on Community Table. The Board asked if there was a Board policy on which groups could use the table. As only staff guidelines are in place, Lee Anne will draft a Board policy. Lee Anne reported that the table is effective in developing contacts with community groups.

STAFF OPERATIONS

7. Canada Day Celebration.

Cindy Kloos reported that the Canada Day celebration will take place this Saturday, June 30, 2012. In addition to the several community organizations involved listed in the written report, the Friends of the Library and Richmond Youth Choir will attend. Mark Bostwick will be Master of Ceremonies.
8. Summer Programming
 - (a) Melanie Au reported that over 2,500 kids have registered for the Kids' Summer Reading Club to date and all registered programs are full and have wait lists, except the newest Parent-Child clubs. The Board asked about programs at Ironwood. Melanie reported that the choice this year was to focus on Cambie and Brighthouse, with fewer SRC programs at Steveston and even less at Ironwood. Genevieve Valteau reported that Cambie Branch stayed with tried and true programs, resulting in full registrations and wait lists.
 - (b) Melanie Au noted that this year's booklets were available on table.
 - (c) Cindy Kloos reported that this year the library created its own Teen Summer Reading Club blog, which has had over 1,500 views and over 200 comments. Teens are motivated by several prizes donated by local businesses and appear to be enjoying contributing to the blog.

(Linda Barnes left at 5:55 pm.)

- (d) Lee Anne Smith reported that in addition to weekly programs and prize draws, the Adult Summer Reading Club has a book sharing circle where participants share their favourite books and take away a list of peer recommendations.

9. Hamilton Area Plan

A city report to committee was included for information. Possible amenity improvements include a public library branch of one square foot per capita, or about 15,000 square feet if the Hamilton area is built to high density.

COMMUNITY12. InterLINK Report

No report.

13. British Columbia Library Trustees Association Report

No report.

14. Customer Comment Forms

Pat noted that the customer comment forms were on table for review.

(a) Summary of Comments

The summary of comments is included for information.

BOARD15. Items for Decision and/or Discussion

(a) Strategic Plan Implementation

- i. An outline of the Strategic Planning process was included. Greg asked for feedback on the outline, which will be used to create the consultant Request for Proposal (RFP).

The Board discussed a possible Steering Committee, but agreed that for the document to create the RFP, review of RFP with chosen consultant and the public consultation processes, all Board must be involved. A draft of the RFP will be ready for July's meeting.

(b) \$100,000 City Surplus to Dr. Lee Collection

Greg noted the City's substantial support of our request for funding to inventory and prepare the Dr. Lee collection for integration into the library's collection. These funds will be used for two purposes:

1. To purchase a specialized scanner to allow us to provide public access to material without handling the delicate documents. Eventually this scanner will be made available to the public for their use also.
2. Contribute to support staffing costs for processing the donation.

The Board discussed local press coverage of the City surplus allocation and the need for specific press releases and library promotion to highlight the donation.

(c) Information on Library Surplus

A summary of the operating surplus and possible uses was included. The Board discussed how to fund projects from the surplus. Exactly how surplus is shown in

operating budget and expenses will be discussed at a future education session with finance department staff.

(d) Dr. Lee Recognition Event

A tentative ceremony plan was included. The date of the ceremony is to be confirmed, but may be the last week of August.

16. Items for Information

- (a) The agenda from the June 13, 2012 Special Meeting was included for information.
- (b) CLA Conference report from Simon was posted on the Board's blog.
- (c) ALA Conference reports from Peter and Pat were presented on table.
- (d) No edition of the *Feliciter* was available this month.
- (e) The calendar and work plan were included.

17. Other Business

None.

18. Date of Next Meeting

The next meeting is **Wednesday, July 25, 2012 at 5:30 pm.**

Adjournment

There being no further business, the Chair declared the meeting adjourned at 7:15 p.m.

CHAIR Pat Blattn

CHIEF LIBRARIAN Greg Brun