

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, January 27, 2016

Regular Meeting 5:30 p.m. to 7:30 p.m.

Administration Boardroom

A G E N D A

Welcome to new Trustees Chaslynn Gillanders, Jordan Oye and Arseniy Shchedrinskiy.

1. Call To Order
2. Approval of Agenda
3. Election of 2016 Chair and Vice Chair Attached

EDUCATION SESSION:

4. (a) Outline of Educational Session Topics Attached
(b) Digital Literacy Programming Update (*Anne Bechard and Cindy Ho*) Attached

BUSINESS SECTION:

5. Approval of Meeting Minutes Attached
 - (a) Regular Meeting Minutes of November 25, 2015
6. Business Arising Attached
 - (a) Purchase suggestion for 2015 Board donation
7. Correspondence Attached
 - (a) Letters dated November 18, 2015 from the City Clerk's Office advising that Chaslynn Gillanders, Robin Leung, Jordan Oye, Arseniy Shchedrinskiy and Simon Tang were appointed to two-year terms ending December 31, 2017.
 - (b) Letter dated December 8, 2015 from School District No. 38 (Richmond) advising that Trustee Debbie Tablotney was elected Chairperson and Trustee Donna Sargent was elected Vice Chairperson of the Board of Education. Attached
 - (c) Letter dated December 11, 2015 from the Richmond Community Foundation regarding the 2015 Distributable Income. Attached
 - (d) Letter dated December 15, 2015 from the City Clerk's Office advising that Councillor Chak Au was appointed to a one-year term as Council Representative, with Councillor Alexa Loo as alternate. Attached
 - (e) Letter dated December 31, 2015 from the Richmond Community Foundation regarding contribution from the Kronier family. Attached
 - (f) Sample letter dated January 8, 2016 from City Clerks' Office to unsuccessful applicants.
 - (g) Letters dated January 18, 2016 to Richmond Community Foundation and Kronier & Sparrow Ltd. to acknowledge contribution. Attached

COMMUNITY:

- 8. Report from Councillor Au
- 9. Report from Friends of the Library (*Betsy Blair*)
- 10. Summary of Customer Comment Forms Attached

BOARD:

- 11. Items For Decision and/or Discussion
 - (a) 2016 Budget Update
 - i. 2016 Operating and Capital Budgets for Richmond Public Library Report to Committee dated December 2, 2015 Attached
 - ii. Excerpt of December 7, 2015 Finance Committee Meeting Attached
 - iii. Report to Committee dated December 10, 2015 Attached
 - iv. Excerpt of December 14, 2015 Special Finance Committee Meeting Attached
 - v. Excerpt of December 14, 2015 Council Meeting Attached
 - vi. Media Coverage re: Budget Attached
 - (b) Appointment of 2016 Committees and Representatives Attached
 - (c) Draft Board Priorities Attached
 - (d) Freedom to Read Week
 - i. Memo to Library Board Attached
- Suggested Motion:**
MOVED: That the Richmond Public Library Board request Mayor Brodie to proclaim February 21 to 27, 2016 "Freedom to Read Week" in the City of Richmond.
- ii. Request to Mayor Brodie Attached
 - (e) Set date for Board Photograph

INTERLINK:

- 12. InterLINK Report (*Robin Leung*)

BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:

- 13. BCLTA Report (*Susan Koch*)
 - (a) BCLTA Bulletin January 2016 Attached

STAFF OPERATIONS:

- 14. Deputy Chief Librarian's Report
 - (a) Library Operations – Immediate Staff Priorities Attached
 - (b) Implementation of Reduced Branch Hours Attached
 - (c) Customer Comments regarding Changes to Fines and Loans Status Report Attached
- 15. Changes to Fines, Borrowing Limits and Loan Periods Status Report (*Shaneena Rahman*) Attached
- 16. Program Reports
 - (a) Programs and Outreach (*Lee Anne Smith*) Attached
 - (b) Hanukkah Menorah Lighting (*Lee Anne Smith*) Attached
 - (c) Writer in Residence (*Lee Anne Smith*) Attached
- 17. Project Reports
 - (a) Dayson Recognition Event (*Susan Walters*) Attached
 - (b) Community Volunteer Program (*Lee Anne Smith*) Attached

ITEMS FOR INFORMATION:

- | | |
|---|----------|
| 18. New Trustee Orientation Update | Attached |
| 19. 2016 Board List | Enclosed |
| 20. Richmond Chinese Community Society Dinner – March 3 | Attached |
| 21. Board Calendar and Work Plan | Attached |

OTHER BUSINESS

NEXT MEETING

Regular Meeting
Wednesday, February 24, 2016
5:30 to 7:30 pm

Special Meeting
Wednesday, March 2, 2016
5:30 to 7:30 pm

ADJOURNMENT