

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, July 27, 2016

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

Administration Boardroom

A G E N D A

1. Call To Order

2. Approval of Agenda

EDUCATION SESSION:

3. (a) Outline of Educational Session Topics Attached
(b) Refocussed Marketing Plan (*Stephanie Vokey*) Attached
(c) Refocussed Marketing Plan Charter (*Stephanie Vokey*) Attached

BUSINESS SECTION:

4. Approval of Meeting Minutes
(a) Regular Meeting Minutes of June 29, 2016 Attached
5. Business Arising
None
6. Correspondence
(a) Letter dated July 8, 2016 to Grant Fengstad, Director, IT regarding donation of City of Richmond computers and monitors Attached

COMMUNITY:

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

BOARD:

10. Items For Decision and/or Discussion
(a) Board Policy Reviews: Group 4 Attached
(b) Finance Committee Report
i. Minutes of Monday, July 4, 2016 meeting Attached
ii. Media coverage Attached
iii. Special meeting October 12, 2016 to address Council Referrals:
• Analysis of Borrowing Limits
• Analysis of Municipal Services that Municipal Libraries Should and Currently Do Provide
• Impact of Adding a Minimum of \$1.00 to Per Capita to the library budget
(c) 2016 Operating Statement Year End Projection Status Report (*Bob McGall*) Attached

- (d) 2017 - 2021 Budget Process
 - i. City Budget Process Attached
 - ii. 2017 Budget Projection Status Report (*Bob McGall*) Attached
- (e) Review of Comparative Performance Measurements
 - i. Selected BC Libraries Comparative Performance Measurements Status Report Attached

INTERLINK:

- 11. InterLINK Report (*Robin Leung*)
 - (a) Letter dated June 15, 2016 from InterLINK re 2015 payment Attached
 - (b) Letter dated June 27, 2016 acknowledging receipt. Attached
 - (c) 2015 InterLINK Revenue Status Report (*Bob McGall*) Attached

BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:

- 12. BCLTA Report (*Susan Koch*)
 - (a) July Bulletin Attached

STAFF OPERATIONS:

- 13. Deputy Chief Librarian Report
 - (a) Implementation of Amendments Attached
 - (b) The Launchpad Renovation Project Attached
- 14. Program Reports
 - (a) Adult Programs in English and Outreach (*Lee Anne Smith*) Attached
 - (b) Kids' Summer Programs Update (*Melanie Au*) Attached
 - (c) Activities in Support of the ISSCO Conference (*Wendy Jang*) Attached
 - (d) Amazing Thailand event (*Wendy Jang*) Attached

ITEMS FOR INFORMATION:

- 15. Library Branch, Ministry of Education: Strategic Plan Project Update
 - (a) Email dated July 19 from Cindy Ralph Attached
- 16. Summer Reading Club Finale and Medal Ceremony – Saturday, August 20 Attached
- 17. Library Champions Celebration – Friday, September 16 Attached
- 18. Staff Recognition event – Thursday, September 22 Attached
- 19. Board Calendar and Work Plan Attached

OTHER BUSINESS

ADJOURNMENT

Closed meeting to follow.

NEXT MEETING

**Regular Meeting
Wednesday, September 28, 2016
5:30 to 7:30 pm**