

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, June 29, 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 Information Services Plan (*Ping He*) Attached
(c) Refocussed Information Services Plan Charter (*Ping He*) Attached

BUSINESS SECTION:

4. Approval of Meeting Minutes
(a) Regular Meeting Minutes of May 25, 2016 Attached
5. Business Arising
(a) ILS Migration and Reporting Attached
(b) Multilingual Collection Circulation Statistics Attached
(c) MOSAIC Workplace Connections Mentoring Program Attached
6. Correspondence
(a) Letter from Minoru Seniors Society dated May 16, 2016 re: Tech Lab Attached
(b) Letter dated May 31, 2016 from Ministry of Education re: 2016 Library Grant Allocations Attached
 i. 2016 Provincial Grants Status Report Attached
(c) Letter dated May 30, 2016 from the Ben and Esther Dayson Charitable Foundation Attached
(d) Letter dated June 7, 2016 to the Ben and Esther Dayson Charitable Foundation 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 2 (additional edits in Section 5 and 6) and Group 3 Attached
(b) BCLTA 2016 Annual Survey: Governance Attached
(c) InterLINK session on Performance Outcomes

- (d) June 8 Special meeting
 - i. Notes of Special meeting Attached
 - ii. Analysis of Member Feedback Survey with Recommendations Attached
 - iii. Suggested Motion to Implement Board Direction from June 8 Special Meeting and Proposed Timeline Attached

SUGGESTED MOTION

MOVED That the following policies are maintained or amended:

- 1. Maintain the change from a 28-day to 21-day loan period.
- 2. Maintain the change from a 28-day renewal to a 21-day renewal, but amend the number of possible renewals from 1 to 2 for regular print books with no holds.
- 3. Maintain fine increases:
 - a. holds not picked up from \$1.00 to \$2.00
 - b. adult fines from \$0.25 to \$0.50
 - c. young adult fines from \$0.10 to \$0.25.
- 4. Maintain lowering the threshold at which fines must be paid from \$10.00 to \$5.00.
- 5. Maintain reduced Monday open hours at the Ironwood, Steveston and Cambie branches at 10:00 am to 5:00 pm (evening closure).
- 6. Amend reduced Friday hours at the Ironwood, Steveston and Cambie branches from 2:00 pm to 9:00 pm (morning closure) to 10:00 am to 5:00 pm (evening closure).
- 7. Amend the borrowing limits for books from 10 items to 20 items per category.
- 8. Amend the overall borrowing limit per card from 25 items to 30 items.

- iv. Status Report: Review of Revenue and Expenses 2016 and 2017 Attached
- (e) Report to Finance Committee on Library Revenues and Expenses Attached

INTERLINK:

- 11. InterLINK Report (*Robin Leung*)

BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:

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

STAFF OPERATIONS:

- 13. Deputy Chief Librarian Report
- 14. Program Reports
 - (a) Adult Programs in English and Outreach (*Lee Anne Smith*) Attached
 - (b) Richmond Celebrates Chinese Canadian History (*Wendy Jang*) Attached
 - (c) June 2016 Digital Programming Report (*Anne Bechard*) Attached

ITEMS FOR INFORMATION:

- 15. Set date for Staff Recognition event in September
- 16. Amazing Thailand Event July 14th Attached
- 17. ALA Conference Report
- 18. 2015 Report to Community Enclosed
- 19. Board Calendar and Work Plan Attached

OTHER BUSINESS

NEXT MEETING

**Regular Meeting
Wednesday, July 27, 2016
5:30 to 7:30 pm**

ADJOURNMENT