

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, April 27, 2011

Regular Meeting 5:30 pm to 7:30 pm

Administration Boardroom

A G E N D A

NOTE: Board Photographs taken prior to meeting, starting at 4:30 pm

BUSINESS SECTION:

1. Call To Order
2. Approval of Agenda
3. Approval of Meeting Minutes
 - (a) Regular Meeting Minutes of March 30, 2011 Attached
4. Business Arising
 - (a) Outstanding Items to be Brought Forward at a Later Date Attached
5. Correspondence
 - (a) Letter dated April 13, 2011 from Arlene Yoshikawa Attached
 - (b) Letter dated April 19, 2011 to Friends of the Library re: donation Attached

REVIEW AND APPROVAL OF 2010 FINANCIAL STATEMENTS:

- Becky Hui, Senior Manager, KPMG will be present to review the statements with the Board and answer any questions.
6. Review of Draft Financial Statements
 - (a) Audit Finding Letter Attached
 - (b) Engagement Letter Attached
 - (c) Independence Letter Attached
 - (d) Management Representation Letter Attached
 - (e) Draft Financial Statements Attached

Suggested Motion: That the Richmond Public Library Board approve the 2010 Financial Statements as presented.

STAFF OPERATIONS:

7. First Quarter Statistics
 - (a) Circulation Comparison First Quarters 2008-2011 Attached
 - (b) March 2011 Statistics Package Attached
8. Food for Fines Program Attached
9. UBC / SLAIS Distinguished Alumni Award to Cate McNeely Attached
10. Chief Librarian's Verbal Report

COMMUNITY:

- 11. Report from Councillor Barnes
- 12. Friends of the Library Report
- 13. InterLINK Report
- 14. British Columbia Library Trustees Association Report
- 15. Customer Comment Forms
(a) Summary of comments On Table
Attached

BOARD:

- 16. **Items For Decision and/or Discussion**
 - (a) Fund Development Status Attached
 - i. Vancouver Foundation Attached
 - (b) Policy Development Status Attached
 - (c) Strategic Planning Status Attached
 - i. Graphic from Simon Attached
 - ii. Revised Draft Outline of Contents Attached
- 17. **Items For Information**
 - (a) Cultural DIVERSEcity Award Dinner
 - (b) BCLA/BCLTA Conference
 - i. Press Release re: Three Awards Attached
 - (c) New Trustee Branch Orientation April 16th
 - (d) Board Social – May 6th
 - (e) *Felicitier*, Vol. 57 No. 1 (2011) Enclosed
 - (f) Calendar and Work Plan Attached

18. Other Business

- 19. Date of Next Meeting:

May 25, 2011

5:30 pm to 7:30 pm

Note: Closed Meeting Will Follow

- 20. Adjournment