

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, February 25, 2009

Present: Lyn Greenhill, Chair
Arlene Yoshikawa, Vice Chair
Linda Barnes, Councillor
Albert Beh
Mark Bostwick
Peter Kafka
Pat Watson

Greg Buss, Chief Librarian and Secretary to the Board

Regrets: Dulce Cuenca
Leslie Wilson
Ariel Yeh, Leadership Richmond Youth Now volunteer

BUSINESS SECTION

1. Call to Order

The meeting was called to order at 7:00 pm.

2. Approval of Agenda

MOVED: That the agenda be approved with the additions of items 10 (a), 15, and 21(a), 21(b) and 21(c) on table.

WATSON/BOSTWICK.....CARRIED

3. Approval of Minutes of January 28, 2009

a) MOVED: That the minutes of the Regular Board Meeting of January 28, 2009 be approved with correction to 9(d) as noted.

YOSHIKAWA/BOSTWICK.....CARRIED

b) MOVED: That the minutes of the Closed Board Meeting of January 28, 2009 be approved as presented.

WATSON/YOSHIKAWA.....CARRIED

4. Freedom to Read Week

Dace Starr described the Trustee's role in upholding intellectual freedom. The majority of our challenges are from adults concerned that children will have

access to information that is not appropriate for their age group. Trustees can defend our collection by reminding concerned customers of:

- Parental responsibility
- Guidelines for selection criteria include reviewing the material for awards, popularity, favourable reviews and the 14A rating limit.
- Computer service is limited in pre-school areas to games and educational software only, without Internet access; in the age 7-11 area the Internet has filters; in the Adult area the Internet is unfiltered but users agree to the disclaimer before being granted access.

We receive on average 4-6 challenges per year, each of which is responded to quickly, courteously and in writing.

The most common decision is to return the item to our collection, but other responses include removing the item, re-categorizing it to another location or being more discrete in placement and merchandising, or balancing the collection by purchasing other materials that provide an alternate viewpoint.

(Linda Barnes joined the meeting at 7:35)

Dace also offered the Board an opportunity to take part in BookCrossing: Free a Challenged Book. Board members were given books that have been challenged and invited to read them and then release them somewhere for others to read, "freeing" them to spread the word about challenged and banned books in Canada.

5. Business Arising

None.

6. Correspondence

(a) A letter dated February 11, 2009 to select trustee applicants was included for information.

(b) A letter dated February 13, 2009 to Tung and Shirley Chan regarding donation to the library was included for information.

MOVED: That the correspondence be received.

BEH/KAFKA.....CARRIED

COMMUNITY

7. Report from Councillor Barnes

Linda Barnes reported that Council passed the 2009 budget on February 23rd and noted that the city is taking nominations for the Arts award on their website.

8. Friends of the Library

Laria McKee reported that Friends attended the annual Times Colonist Book Sale in Victoria recently. The event offered over 500,000 books for sale and raised nearly \$200,000. Laria reported that the Friends were exploring sale strategies learned.

Laria reminded the Board of the upcoming mini sale on Saturday, March 21st at Brighthouse branch.

9. InterLINK Report

Arlene reported that the proposed budget was approved with amendments that decreased levies by \$20,000. Committees were appointed and InterLINK approved supporting 1/3 of the cost of legal council for BCLTA to review TILMA - Trade, Investment and Labour Mobility Agreement – see 10(c).

10. British Columbia Library Trustees Association Report

(a) A letter dated February 9, 2009 to Premier Campbell was included on table for information. The Board commended Shelley Civkin for her composition and note that this letter was well received. A response letter from Premier Campbell was included in the package for information.

(b) A draft submission on legislative review of the Library Act and Regulations was included for information. The Board discussed this draft document, paying particular attention to section 12: Powers and duties of chief librarian.

MOVED: That Richmond Public Library keep the submission as presented and submit to Public Library Services Branch.

BOSTWICK/WATSON

In favour: Bostwick, Yoshikawa, Watson, Beh, Barnes, Greenhill

Opposed: Kafka

.....CARRIED

(c) A report from the BCLTA Trade, Industry, Labour Mobility Agreement (TILMA) Task Force was included for information. Arlene noted that no action is required at this time and that BCLTA have agreed to hire legal council to review the agreement and the possibility of excluding public libraries from it.

(d) Arlene noted that BCLTA is canvassing for nominations for the Nancy Bennett Merit Award. Nominations may be forwarded to Arlene.

11. Customer Comment Forms

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

(a) Summary of Comments

The summary of comments is included in the Board package for information.

BOARD12. Activities

(a) The Richmond Chinese Community Society Dinner in Celebration of the Year of the Ox was attended by Lyn, Arlene, Peter and guest and staff.

(b) Leadership Richmond Youth Now Report. Pat reported that she will be attending the upcoming conference. Ariel's project work included health literacy. Pat will check on Ariel's progress on this project.

(c) 2009 Conferences

(i) A schedule of library related conferences was included for information.

(ii) 2009 conference attendance was discussed and it was decided that:

- Lyn Greenhill, Linda Barnes and Pat Watson will attend the BC Library Conference on April 17th and 18th and
- Lyn Greenhill will attend the Canadian Library Association Conference
- No trustees will attend the American Library Association conference this year.

(d) Peter Kafka will attend the March 7th TOP session and Linda Barnes will attend the April 16th TOP session.

(e) The Trustee group photo was tentatively set for Wednesday, April 29th, to be confirmed with absent Trustees. The Board Social event for Trustees, spouses and senior staff was tentatively set for Friday, April 24th, to be confirmed with absent trustees. Susan Koch will also be invited.

(f) The latest issue of the *Felicitier* was enclosed for information.

(g) The calendar and work plan were included for information.

13. Governance

(a) Appointments to Committees.

(i) The 2008 Committees list was included for information.

(ii) 2009 committees were appointed as follows:

MOVED: That the Richmond Public Library Board appoints Leslie Wilson as Interlink Representative and Arlene Yoshikawa as alternate.

BOSTWICK/BARNES.....CARRIED

MOVED: That the Richmond Public Library Board appoints Arlene Yoshikawa as BC Library Trustee Association Representative.

WATSON/KAFKA.....CARRIED

MOVED: That the Richmond Public Library Board appoints Mark Bostwick, Dulce Cuenca, Peter Kafka and Linda Barnes as Policy Committee members.

BARNES/YOSHIKAWA.....CARRIED

MOVED: That the Richmond Public Library Board appoints Albert Beh, Arlene Yoshikawa, Pat Watson, and Peter Kafka as Fund Development Committee members.

BOSTWICK/YOSHIKAWA.....CARRIED

(b) Vancouver Foundation

- (i) A letter dated February 6, 2009 to the Vancouver Foundation re: Friends of the Library's \$5,000 donation was included for information.
- (ii) A letter dated February 13, 2009 from the Vancouver Foundation re: contribution to the Richmond Public Library Endowment Fund was included for information.
- (iii) A fund status report as of February 28, 2009 was included for information.
- (iv) The February 2009 edition of the *Update* newsletter was included for discussion. The Vancouver Foundation requires the Board to choose one of three options for distribution of 3% of the capital of all funds. An informational meeting by the Foundation will take place March 3rd and Greg will attend.

MOVED: That the Richmond Public Library Board approve option 2, which leaves funds in the income account as this option provides the most flexibility.

BARNES/BEH.....CARRIED

- (c) Review of 2009 Trustee Recruitment Process. Lyn asked for feedback on the process. Linda asked how the Board maintains connection with the unsuccessful candidates when they have special skills or knowledge to contribute. Lyn indicated that Board policy allows for non-trustees to participate on our committees and we have taken advantage of this in the past.

STAFF OPERATIONS

14. Monthly Statistics

Monthly statistics were reviewed briefly. There was minor discussion at this meeting, as detailed explanations of statistics is planned for a future session.

15. 2009 Hours of Operation

A memo from Beryl Jeffrey, Manager of Public Service, outlining the recommended adjustments to open hours for 2009 was included for information. Closures are required on 11 statutory holidays per year and hours are reduced on selected days after statutory holidays due to staffing limitations. A revised list of days and times was provided on table.

MOVED: That the Richmond Public Library Board approve hours changes as presented.

BOSTWICK/BEH.....CARRIED

16. 16th Annual Ethel Tibbits Women of Distinction Awards and Luncheon

A memo from Beryl Jeffrey regarding the nomination of Wendy Jang, Coordinator of Multilingual Services for an Ethel Tibbits award in the community category and the nomination application were included for information. The luncheon will take place March 10, 2009 at 11:30 at the River Rock Casino Resort.

17. Response to Tough Economic Times

A synopsis of our focus for service during this exceptional economic situation was included for information. More details will be presented at a future meeting.

18. Strategic Plan Report: Chinese New Year

A strategic plan report from Wendy Jang was included for information. This year's Chinese New Year celebration was attended by over 3,000 customers. Wendy thanked the Board for their support and the many staff who assisted in the celebration.

19. Career Smart: Career Fair

A memo from Wendy Jang regarding a Career Fair to take place April 15th from 2-7 pm in Brighthouse Branch was included for information. Wendy requested a Board member attend for the opening ceremony and Lyn indicated she would be able to attend.

20. E-Venti Marathon Award Dinner

The Board was reminded of the upcoming Subaru E-Venti Marathon to take place March 1st, and the award dinner that evening.

MOVED: That the Richmond Public Library Board approve purchasing tickets for Lyn and Arlene and two library staff to attend the Subaru E-Venti Marathon award dinner.

KAFKAWATSON.....CARRIED

21. Other Business

- a) A delegation of signing authority allowing Wendy Jang to submit a funding request to the Department of Canadian Heritage was provided on table.

MOVED: That the Richmond Public Library Board approve delegating Wendy Jang as a signing authority for requesting funding for Canadian Multiculturalism Day and for Canada Day celebrations.

BOSTWICK/BARNES.....CARRIED

- b) Lyn informed the Board that a dinner is planned by the Richmond Sister City Committee with the City of Xiamen on Friday, February 27, 2009. Delegates from Xiamen are donating books to Richmond Public Library and Lyn asked that the Board support her attendance at the event.

MOVED: That the Richmond Public Library Board approve purchasing a ticket for Lyn to attend the Sister City Committee's dinner with City of Xiamen delegates.

.....CARRIED

- c) Lyn presented information about the upcoming Surrey Wine Festival sent from our former Leadership Richmond Youth Now volunteer, Brandon Hastings, for the Board's information.

22. Date of Next meeting

The next meeting is **Wednesday, March 25, 2009 at 7:00 pm.**

Adjournment

There being no further business, the Chair declared the meeting adjourned at 9:45 p.m.

CHAIR 

CHIEF LIBRARIAN 