

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, May 30, 2012

Regular Meeting 5:30 pm to 7:30 pm

Administration Boardroom

A G E N D A

Meeting guests: Nancy Aide-MacKay, KPMG and Jerry Chong, Director, Finance, City of Richmond.

BUSINESS SECTION:

1. Call To Order
2. Approval of Agenda
3. Approval of Meeting Minutes
(a) Regular Meeting Minutes of April 25, 2012 Attached
4. Business Arising
5. Correspondence

REVIEW AND APPROVAL OF 2011 FINANCIAL STATEMENTS:

Nancy Aide-MacKay from KPMG and Jerry Chong, Director, Finance from the City of Richmond will be present to review the statements with the Board and answer questions.

6. Review of Draft Financial Statements:
 - (a) Audit Finding Letter Attached
 - i. Appendix I - Independence Letter Attached
 - ii. Appendix II – Management Representation Letter Attached
 - iii. Appendix III – Internal Control Letter Attached
 - (b) Draft Financial Statements Attached

Suggested Motion: That the Richmond Public Library Board approve the 2011 Financial Statements as presented.

7. 2011 Statement of Financial Information Attached

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EDUCATION SESSION:

8. Outline of Educational Session Topics Attached
- (a) Fifty Shades of Grey (Susan Walters) Attached

STAFF OPERATIONS:

9. (a) Celebrate Earth Day Event (April 21) Attached
- (b) Message from CULC/CBUC eBook Task Force Attached
- (c) WCILCOS Report Attached

COMMUNITY:

- 10. Report from Councillor Barnes
- 11. Friends of the Library Report (*Debby Newton*)
- 12. InterLINK Report (*Mark Bostwick*)
 - (a) 2012 InterLINK Board Committees Attached
- 13. British Columbia Library Trustees Association Report (*Peter Kafka*)
 - (a) May 2012 E-Bulletin Attached
- 14. Customer Comment Forms
 - (a) Summary of comments On Table Attached

BOARD:

- 15. Items For Decision and/or Discussion
 - (a) Strategic Plan Implementation
 - i. Learning Place
 - (b) Fund Development
 - i. Kronier Family Tea May 23rd
 - ii. Letter dated May 16, 2012 from Vancouver Foundation re: Distribution from Richmond Public Library Endowment Fund Attached
 - (c) Strategic Plan Renewal RFP process
 - (d) Chief Librarian Performance Appraisal
 - i. Excerpt from Policy Section Attached
 - ii. Evaluation Checklist Attached
 - (e) Discussion Paper: BC Libraries and the 21st Century – Developing a Vision for Moving Forward Together Attached
- 16. Items For Information
 - (a) North Vancouver City Library Session: Future of Libraries
 - (b) BCLA Conference Reports
 - (c) Meeting with Surrey Public Library Board
 - i. Notes of Meeting Attached
 - ii. Next Steps
 - (d) Meeting with Alice Wong
 - (e) The Future of Libraries and Cities with Google Futurist Thomas Frey Attached
 - (f) Current edition of *Feliciter* On Table
 - (g) Calendar and Work Plan Attached
- 17. Other Business
- 18. Date of Next Meeting:
June 27, 2012
5:30 to 7:30 pm
- 19. Adjournment