
WEDNESDAY, OCTOBER 28, 2020

5:30pm - 7:30pm

Via WebEx Videoconference

1. Call to Order and Land Acknowledgement
 2. Approval of Agenda
 3. **Business Section**
 - (a) Approval of Regular Meeting Minutes from September 30, 2020 Attached
 - (b) Business Arising
 - (c) Correspondence
 4. **Education Session**
 - (a) 2020 Education Session List of Topics Attached
 - (b) Budget 101 and Going Book Fine Free (*V. Lai and S. Rahman*) Attached
 5. **Community**
 - (a) Councillor's Report Attached
 - (b) Friends of the Library Report
 - (c) Summary of Customer Comments Attached
 6. **Board – Items for Decision and/or Discussion**
 7. (a) Board Self Evaluation
 - i. 2020 Board Self Evaluation Survey Questions for Review Attached
 - (b) Mandatory Mask Guidelines
 - i. Memorandum – Mandatory Masks for Staff (*I. Lee*) Attached
 - ii. Memorandum – Masks in Library Branches (*S. Walters*) Attached
- Notice of Motion* THAT, the Richmond Public Library Board adopts and supports the City of Richmond's Mask Wearing in City Buildings guidelines.
- (c) Q3 2020 Operating Statement Attached
- Notices of Motion* THAT, the Richmond Public Library Board creates the following surplus provision accounts: 1) Budget Stabilization Provision, 2) Library Enhancement Provision, and 3) IT Infrastructure Provision
- THAT, the Richmond Public Library Board allocates \$300K from Operating General Surplus to Budget Stabilization Provision.

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- (d) 2021 Draft Operating Budget Submission Attached
- Notices of Motion* THAT, The Richmond Public Library Board approves the elimination of overdue fines on library materials.
- THAT, the Richmond Public Library Board approves the submission of the 2021 draft operating budget to the City of Richmond.
- (e) Continuation of Virtual Board Meetings
- Notice of Motion* THAT, The Richmond Public Library Board agrees to suspend Board Policy 3.2.1.1 an additional six (6) months beginning November 25, 2020 to April 28, 2021 in order to allow board members and guests to attend board meetings via electronic means and retain full participation rights and voting privileges.
- 8. Standing Items:**
- (a) Roundtable Discussion
- (b) InterLINK Report
- i. InterLINK Board Self Evaluation Attached
- ii. Library Champions Update Attached
- (c) BCLTA Report Attached
- 9. Chief Librarian’s Report**
- 10. Operations:**
- Management Reports:
- (a) Restoration of Services Attached
- Service Area Reports:
- (b) 2020 Library Technology Grant – Interim Planning Report (*C. Ho*) Attached
- 11. Items for Information:**
- (a) Performance Appraisal Committee (PAC): Chair and Vice Chair will be scheduling Chief Librarian Performance Review
- 12. Other Business/Discussions:**

Next Meeting: Wednesday, November 25, 2020, 5:30pm.

Adjourn

Closed Meeting to follow