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**WEDNESDAY, MARCH 14, 2018**

5:30 p. m. to 7:30 p. m.  
Administration Boardroom

Guests: Friends of the Library will make their 2017 donation cheque presentation.

1. Call to Order
2. Approval of Agenda

**BUSINESS SECTION:**

3. Approval of Meeting Minutes  
(a) Regular Meeting Minutes of February 21, 2018 Attached
4. Business Arising  
None.
5. Correspondence  
(a) Letter dated February 28 from Richmond Community Foundation Attached  
re: Fund Statement

**EDUCATION SESSION:**

6. (a) Education Session List of Topics Attached  
(b) Community Services Strategy (*Anne Bechard*) Attached

**COMMUNITY:**

7. Report from Councillor Attached
8. Report from Friends of the Library (*Debby Newton*)
9. Summary of Customer Comments Attached

**BOARD:**

10. Items for Decision and/or Discussion  
(a) 3.5.5 Board Skills, Strengths and Diversity Matrix (for individuals) Attached  
(b) Appointment to BCLTA

**INTERLINK**

11. InterLINK meeting Report (*Jordan Oye*)

**BC LIBRARY TRUSTEES ASSOCIATION**

12. BCLTA Report (*Arseniy Shchedrinskiy*)

**STAFF OPERATIONS:**

13. Chief Librarian's Report  
Incident: City, RCMP response and staff support.
14. Staff Report with Brief Presentation  
(a) 2017 Operations Report Attached  
(b) 2019-2021 Strategic Planning Update (*Strategic Planning Team*) Attached

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15. Staff Reports
- (a) Adult Programming (*Lee Anne Smith*) Attached
  - (b) Children and Family Services (*Melanie Au*) Attached
  - (c) Kids' Place (*Kate Adams*) Attached
  - (d) Circulation and Merchandising (*Serena Griffin*) Attached
  - (e) Collection (*Shaneena Rahman*) Attached
  - (f) Digital Services (*Cindy Ho*) Attached
  - (g) Information Services (*Ping He*) Attached
  - (h) Information Technology (*Mark Ellis*) Attached
  - (i) Multicultural and Chinese Community Services (*Wendy Jang*) Attached

**ITEMS FOR INFORMATION:**

16. Upcoming Advocacy Opportunities Attached
17. Board Calendar and Work Plan Attached

**OTHER BUSINESS:**

None

**NEXT MEETINGS:**

Regular Meeting  
**Wednesday, April 18, 2018**  
5:30 to 7:30 PM

Regular Meeting  
**Wednesday May 30, 2018**  
5:30 to 7:30 PM

**ADJOURN:**

Closed Meeting to Follow