

**WEDNESDAY, OCTOBER 24, 2018**

5:30 pm - 7:30 pm

Administration Boardroom

Introductions: Anne Bechard, Manager of Community Engagement  
Shaneena Rahman, Manager of Customer Experience

1. Call to Order
2. Approval of Agenda

**BUSINESS SECTION:**

3. Approval of Meeting Minutes  
(a) Regular Meeting Minutes of September 26, 2018 Attached
4. Business Arising  
None
5. Correspondence  
(a) Thank you letter from the BC Thanksgiving Food Drive Attached  
(b) RPL advocacy letter to the Centre for Equitable Library Access Attached

**EDUCATION SESSION:**

6. (a) Education Session List of Topics Attached  
(b) Community Volunteer Program (*Lee Anne Smith*) Attached

**COMMUNITY:**

7. Report from Councillor
8. Report from Friends of the Library (*Debby Newton*)  
a) Wish List for 2019 Purchases Attached  
b) Friends of the Library Funds Status Report Attached
9. Summary of Customer Comments Attached

**BOARD:**

10. Items for Decision and/or Discussion  
(a) Strategic Plan – Final Review and Final Report Attached  
(b) Draft 2018 Board Self-Evaluation Survey Attached  
(c) Scheduling Date for Chief Librarian's Performance Review  
(d) Q3 Operating Statement Attached

**INTERLINK**

11. InterLINK Report (*Traci Corr*)

**BC LIBRARY TRUSTEES ASSOCIATION**

12. BCLTA Report No Report

**OPERATIONS:**

13. Chief Librarian's Report  
(a) Update from Fall CULC Meeting Attached  
(b) OLA Super Conference (Toronto) – January 30 – February 2, 2019 Attached
14. Management Reports:  
(a) Human Resources (*Iris Lee*) Attached  
(b) Information Technology (*Mark Ellis*) Attached
15. Staff Reports with Brief Presentations:  
(a) Summer Reading with Your Library 2018 (Lee Anne Smith and Melanie Au) Attached
16. Operations Reports:  
(a) Adult Programming (*Lee Anne Smith*) Attached  
(b) Children and Family Services (Melanie Au) Attached  
(c) Circulation and Merchandising (*Serena Griffin*) Attached  
(d) Collections (*Shaneena Rahman*) Attached  
(e) Community Services (*Anne Bechard*) Attached  
(f) Hamilton Community Centre Update (*Anne Bechard*) Attached  
(g) Digital Services (*Cindy Ho*) Attached  
(h) Information Services (*Ping He*) Attached  
(i) Information Technology (*Allen Chi*) Attached  
(j) Kids' Place (*Kate Adams*) Attached  
(k) Marketing and Public Relations (*Stephanie Vokey*) Attached  
(l) Social Media Activity – Q3 (*Stephanie Vokey*) Attached  
(m) Multicultural and Chinese Community Services (*Wendy Jang*) Attached  
(n) Seniors Services (*Catherine Lindsay*) Attached

**ITEMS FOR INFORMATION:**

17. Upcoming Events and Conferences Attached
18. Board Calendar and Work Plan Attached

**OTHER BUSINESS:**

None

**NEXT MEETINGS:**

Regular Meeting

**Wednesday, November 28, 2018**

5:30 - 7:30 pm

Regular Meeting

**Wednesday, January 30, 2019**

5:30 - 7:30 pm

**ADJOURN:**