

WEDNESDAY, JANUARY 30, 2019

5:30pm - 7:30pm

Receipt of 2018 donation from Friends of the Library and photo opportunity

Welcome to new Board Trustees: Denise Hui, Danielle Lemon, and Denise Hawthorne.

Welcome to returning Trustee, Traci Corr

1. Call to Order
2. Approval of Agenda
3. 2019 Elections
 - (a) Chair
 - (b) Vice-Chair Elections – (Candidate statements for C. Gillanders, J. Oye, and T. Corr) Attached
4. **BUSINESS SECTION:**
 - (a) Approval of Regular Meeting Minutes of November 28, 2018 (*New Chair*) Attached
 - (b) Correspondence:
 - i. Letters dated December 6, 2018 from the City Clerk’s Office re: appointment of new RPL Board Trustees Attached
 - ii. Letters dated January 2, 2019 from Mayor Brodie re: acknowledging S. Koch and D. Cousar for their service to the RPL Board over the past eight years. Attached
 - iii. Letter dated December 11, 2018 from Richmond Community Foundation re: distributable investment income Attached
5. **EDUCATION SESSION:**
 - (a) 2019 Education Session List of Topics Attached
 - (b) Freedom to Read (*Millicent Mabi and Cindy Ho*)
 - i. Freedom to Read Report Attached
 - ii. 30 Challenged Publications (*from freedomtoread.ca*) Attached
 - iii. Understanding Challenges to Books and Magazines (*from freedomtoread.ca*) Attached
6. **COMMUNITY:**
 - (a) Councillor’s Report (*Linda McPhail*) Attached
 - (b) Friends of the Library Report (*Debby Newton*)
 - (c) Summary of Customer Comments Attached
 - i. Thank you card from N. Timms Attached
7. **BOARD:**
 - (a) 2019 Operating & Capital Budget Report to Finance Committee Attached
 - (b) 2018 RPL Statement of Operations On Table
 - i. That the Richmond Public Library Board approves the transfer of:
 - \$50,000 from operating surplus to cover 2018 Q4 staff computer replacement
 - \$15,000 from operating surplus to cover the shortfall of the DVD Dispenser upgrade and contract for 2019
 - \$8,000 from operating surplus to cover 2018 Q4 Cambie Branch Security Access System upgrade
 - (c) Appointment of InterLINK and BCLTA representatives and alternate representatives

-
- (d) Freedom to Read Week
- i. Letter to Mayor Brodie dated January 18, 2019 re: Proclamation request Attached
 - ii. Proclamation from Mayor Brodie Attached
- (e) Choose date for Board and individual photographs
8. **InterLINK Report**
9. **BCLTA Report**
10. **OPERATIONS:**
- (a) Chief Librarian's Report (*Susan Walters*)
11. **Management Reports:**
- (a) Community Engagement Report (*Anne Bechard*) Attached
 - (b) Customer Experience Report (*Shaneena Rahman*) Attached
- Notice of Motion*
- i. That the Richmond Public Library Board implement a 6 month trial Rapid Read program that extends the 7 day loan to a 21 day loan with no holds and no renewals.
 - ii. AND That, the late charge fine on Rapid Read items increases from \$1.00 to \$2.00 per day to accommodate this service improvement.
- (c) Finance and Facilities Report (*Victor Lai*) Attached
 - (d) Human Resources Report (*Iris Lee*) Attached
 - (e) Information Technology Report (*Mark Ellis*) Attached
12. **Staff Presentations:**
- (a) Strategic Plan 2019-2021 (*Shaneena Rahman and Anne Bechard*) Attached
13. **Staff Operations Reports:**
- (a) Innovation and Learning Development (*Lee Anne Smith*) Attached
 - (b) Circulation and Merchandising (*Serena Griffin*) Attached
 - (c) Digital Services (*Cindy Ho*) Attached
 - (d) Information Services (*Ping He*) Attached
 - (e) Kids' Place (*Kate Adams*) Attached
 - (f) Seniors Services (*Catherine Lindsay*) Attached
 - (g) Collections and Customer Service Delivery (*Wendy Jang*) Attached
 - (h) Information Technology (*Allen Chi*) Attached
 - (i) Marketing and Public Relations (*Stephanie Vokey*) Attached
14. **ITEMS FOR INFORMATION:**
- (a) 2019 Calendar of Events Attached
 - (b) 2019 Board Work Plan Attached
15. **OTHER BUSINESS:**
- NEXT MEETINGS:**
- | | |
|---|--|
| Regular Meeting | Regular Meeting |
| Wednesday, February 27, 2019, 5:30pm | Wednesday, March 27, 2019, 5:30pm |
-

ADJOURN:

Closed Meeting to Follow