

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, January 28, 2015

Regular Meeting 5:30 p.m. to 7:30 p.m.

Administration Boardroom

A G E N D A

Welcome to Councillor Au and Ms. Traci Corr

1. Call To Order
2. Approval of Agenda
3. Election of 2015 Chair and Vice Chair Attached

EDUCATION SESSION:

4. (a) Outline of Educational Session Topics Attached
(b) Migration from Virtua to Sierra Integrated Library System (ILS) (*Mark Ellis, Kat Lucas, and Bob McGall*) Attached

BUSINESS SECTION:

5. Approval of Meeting Minutes Attached
 - (a) Regular Meeting Minutes of November 26, 2014 Attached
 - (b) Notes on Board Discussion 2014 Employee Survey Results Attached
6. Business Arising Attached
 - (a) Purchase of podium with 2014 Board donation
 - (b) 2015 Self-Evaluation Survey Report
7. Correspondence Attached
 - (a) Letters dated October 30, 2014 to Traci Corr, Diane Cousar and Susan Koch appointing them to a two-year term on the Public Library Board Attached
 - (b) Letter dated December 15, 2014 from the City Clerk's Office advising that Chak Au was appointed to a one-year term as Council Representative, with Alexa Loo as alternate Attached
 - (c) Letter dated December 11, 2014 from the Richmond Community Foundation regarding the 2014 Distributable Income Attached
 - (d) Letter dated January 15, 2015 from Richmond Community Foundation regarding Kronier Family donation Attached

COMMUNITY:

8. Report from Councillor Au
9. Report from Friends of the Library (*Alison Cormack*)
10. Summary of Customer Comment Forms Attached

BOARD:

11. Items For Decision and/or Discussion Attached
 - (a) Freedom to Read Week
 - i. Memo to Library Board

Suggested Motion:

MOVED: That the Richmond Public Library Board request Mayor Brodie to proclaim February 22 to 29, 2015 "Freedom to Read Week" in the City of Richmond.

- ii. Request to Mayor Brodie Attached
- (b) Appointment of 2015 Committees and Representatives
 - i. 2014 Committees and Representatives Attached
- (c) Richmond Chinese Community Society Dinner, March 5

INTERLINK:

- 12. InterLINK Report (*Mark Bostwick*)
 - (a) Proposed Year 2015 InterLINK Operating Budget Attached

Suggested Motion:
MOVED: That the Proposed Year 2015 InterLINK Operating Budget be received.

BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:

- 13. BCLTA Report (*Peter Kafka*)
 - (a) BCLTA Bulletin January 2015 Attached

STAFF OPERATIONS:

- 14. Chief Librarian Verbal Report
- 15. Program Reports
 - (a) Large Event Programming: January - February (*Lee Anne Smith*) Attached
 - (b) 2014 Multicultural Week (*Lee Anne Smith*) Attached
 - (c) Writer-in-Residence (*Shelley Civkin*) Attached
 - (d) Jewish Culture Programs: Hanukkah 2014 (*Shelley Civkin*) Attached
 - (e) English Corner (*Shelley Civkin*) Attached
 - (f) Finding Home Conversations with Parents Living on a Limited Budget (*Melanie Au*) Attached
 - (g) Christmas Programming (*Melanie Au*) Attached
 - (h) Teen Volunteer Appreciation Event (*Melanie Au*) Attached
- 16. Project Reports
 - (a) 3D Printing and Launchpad Services Update (*Kat Lucas*) Attached
- 17. Status Reports
 - (a) Human Resources Report – January to December 2014 (*Cathy Gettel*) Attached
 - (b) 2014 Work Plan Strategic Objectives (*Greg Buss*) Attached
 - (c) 2014 Completed Work Plan Highlights (*Greg Buss*) Attached

ITEMS FOR INFORMATION:

- 18. Orientation Sessions Attached
- 19. 2015 Board List Enclosed
- 20. Chief Librarian Performance Appraisal
 - (a) Excerpt from Policy Section Attached
 - (b) Evaluation Checklist Attached
- 21. 2015 Dates to Confirm Attached
- 22. Electronic edition of *Feliciter* – posted on Board Blog
- 23. Board Calendar and Work Plan Attached

OTHER BUSINESS

NEXT MEETING

Regular Meeting
Wednesday, February 25, 2015
5:30 to 7:30 pm

ADJOURNMENT