

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, June 29, 2011

Present: Pat Watson, Chair
Peter Kafka, Vice Chair (left at 6:30)
Mark Bostwick
Diane Cousar
Sanjiv Khangura
Susan Koch
Simon Tang

Greg Buss, Chief Librarian and Secretary to the Board

Regrets: Councillor Linda Barnes
Dulce Cuenca

Trustees and staff thanked the Kronier family for their second generous donation to the Richmond Public Library Endowment Fund in the Richmond Community Foundation. Members of the family and Foundation attended.

BUSINESS SECTION

1. Call to Order

The meeting was called to order at 6:10 pm.

2. Approval of Agenda

MOVED: That the agenda be approved with the following changes: Item 6 be deferred to the next meeting and item 15 be brought forward.

BOSTWICK/COUSAR.....CARRIED

3. Approval of Minutes

MOVED: That the minutes of the regular meeting of May 25, 2011 and the closed meeting minutes of May 25, 2011 be approved as presented.

COUSAR/KHANGURA.....CARRIED

15. British Columbia Library Trustees Association Report

Peter reported that BCLTA is looking for volunteers for Conference 2012 and that the BCLTA executive had decided not to participate in the research study (item (c) below).

(a) A summary of the meeting held May 19, 2011 with Deputy Minister James Gorman was included.

- (b) Dates for 2012 (May 10 to 12) and 2013 (May 9 to 11) conferences in Richmond were announced.
- (c) Information on a voluntary research study investigating the continuing education needs and interests of BC library trustees was included.
- (d) *Open Door* Newsletter Spring/Summer 2011 was enclosed.

4. Business Arising

- (a) A report of outstanding items to be brought forward was included for information.

5. Correspondence

- (a) A letter from Oris Development (Hamilton) Corp. regarding the official community plan review for Hamilton was included.
- (b) A letter dated May 11, 2011 from Canadian Diabetes Association regarding the 2011 Outstanding Regional Partnership Award was included and the award was on table.

EDUCATION SESSION

- 6. (a) An outline of topics completed and planned for future was included for information.
- (c) The Next Generation Digital Mobile Services education session was deferred to a future meeting.
- (d) An article titled "Anyone can be an author; readers not guaranteed" from *The Vancouver Sun* dated June 21, 2011 was included for information

Greg will identify the topic for July and send pre-reading if necessary.

STAFF OPERATIONS

7. Summer Reading Club

Virginia McCreedy reported that over 3,000 kids have signed up for SRC so far, about half of last year and over 800 attended the kickoff event.

8. Adult Summer Reading Club

Shelley Civkin reported that 111 adults registered in the first week. Shelley was interviewed by CBC radio and promoted the weekly book talks at 11 am and 2 pm and the ability to write book reviews. Next year we plan on offering evening programs as well. The Adult Summer Reading Club doesn't offer stickers, but do have weekly prize draws and a grand prize Kobo eReader at the end of summer.

9. Celebrate Canada Fair

Wendy reported that over 2,600 people attended the celebration for Canada Day and Canadian Multiculturalism Day held on Sunday, June 26th at Brighthouse Branch. The event included the participation of several partners, CUPE 3966,

the Friends of the Library and was very well received. Wendy thanked all the trustees who were able to attend.

10. Chinese Book Fair

Wendy reported that the library is working with Xinhua Bookstore (Canada) to hold a Chinese book fair on July 21 – 25. Wendy invited the Board to attend the opening ceremony and ribbon cutting on the 21st at 2 pm. Over 10,000 books will be on sale and the library will receive one copy of every title (a minimum of 1,000 books), a significant boost to our Chinese language collection. Xinhua Bookstore is the largest bookstore chain in China, with over 14,000 stores. They have branches in Hong Kong, Macao, New York, San Diego and London, and the Surrey, BC store is the first Xinhua Bookstore in Canada.

11. Chief Librarian's Verbal Report

Greg reported that there has been mixed reaction to our new online catalogue. The public miss some of the add-ons our computer department developed for the old catalogue, which they are working on replacing in the new catalogue. We are confident that as customers get used to the new catalogue they will appreciate the new features available.

We received \$250,000 for automated sorting equipment last year, and did not spend all of the funds at that time. Seven new book sorting bins are being added to allow us to process material faster. These new bins will be installed by August 1st. This addition will spend the last of the available funding. Greg noted that the next upgrade would be radio frequency identification (RFID) tags, which is an expensive and time consuming upgrade to replace bar codes. That would likely be synchronized with construction of a new branch.

Greg reported that he had met with the secretary/treasurer of the Richmond School Board. Next meetings will include senior staff and then a meeting will be set with Trustees.

Greg noted that Dr. Lee has returned to Canada and that he and Wendy will meet him for lunch soon. Dr. Lee is a long-time regular donor for whom the Kwok Chu Lee Living Room is named.

COMMUNITY

12. Report from Councillor Barnes

No report.

13. Friends of the Library

Pat thanked the Friends for their recent \$5,000 donation to the Richmond Public Library Endowment Fund in the Richmond Community Foundation.

Betsy Blair reported that the Friends are collecting donations for the fall sale. They attended the Celebrate Canada Fair and hosted a small sale, signed up new members and connected with new volunteers.

(Peter Kafka left at 6:30)

14. InterLINK Report

Mark reported that Sanjiv attended the May 31, 2011 meeting as an orientation for the RPL alternate. The main topic of the meeting was the infrastructure study report which notes a shortfall of over 925,000 square feet of library space in the province.

(a) A summary of the May 31, 2011 meeting was included.

Next meeting is scheduled for September 27, 2011.

16. Customer Comment Forms

Pat noted that the customer comment forms were on table for review.

(a) Summary of Comments

The summary of comments is included for information.

BOARD

17. Items for Decision and/or Discussion

(a) Fund Development Status Report for June 2011 was included. An event to thank the Kronier family for their recent donation took place prior to today's Board meeting. Ruth Collison will be invited to an upcoming Board meeting to celebrate the addition of the John Collison Community Development Collection.

(b) Policy Development Status Report for June 2011 was included.

i. *Privacy Guidelines for British Columbia Libraries* was enclosed. The guidelines will be broken apart into 5 or 6 sections that can be prioritized by topic and reviewed regarding risk. Results will be brought back to the Board or a special meeting.

(c) Strategic Planning Status.

i. Status Report for June 2011 was included. Staff are working on the final version of the Strategic Plan, including professional photographs. Distribution will focus on web version.

(d) Notes of February 8th Special Meeting of the Board were included. The outstanding item is a web-based resource for board packages, policy documents, board manual and reference items such as programs and special events and links.

- (e) Notes on the meeting between Board Chair and Councillor Linda Barnes were included. A meeting with Mayor Brodie is being set up.
- (f) The Board discussed participation in Leadership Richmond Youth Now. As no substantial project could be identified for the volunteer at this time and the time commitment is large, the Board recommended that they pass on the opportunity this year and review again in 2012. Perhaps if/when a new Steveston Branch is in development the volunteer could be involved in a project relating to the event.
- (g) The Chief Librarian's performance Appraisal process is underway. Greg will provide a report for the Chair and Vice Chair, and they will report at a closed meeting following the July Board meeting.

18. Items for Information

- (a) A BCLTA conference report from Simon Tang was included.
- (b) A CLA conference report from Pat Watson was included.
- (c) An email dated May 31, 2011 noting the name change for PLSB to **Libraries and Literacy** was included. The name change refocuses their purpose within the Ministry of Education. Libraries and Literacy is responsible for provincial literacy objectives, greater involvement in school libraries and supporting the evolution of public libraries.
- (d) The event to celebrate 100+ years of library service in BC took place today at Vancouver Public Library.
- (e) The calendar and work plan were included for information.

19. Other Business

None.

20. Date of Next meeting

The next meeting is **Wednesday, July 27, 2011 at 5:30 pm.**

Adjournment

There being no further business, the Chair declared the meeting adjourned at 7:00 p.m.

CHAIR

Pat Watson

CHIEF LIBRARIAN

Greg Barnes