

# RICHMOND PUBLIC LIBRARY BOARD

Wednesday, November 25, 2015

Regular Meeting 5:30 pm to 7:30 pm

Administration Boardroom

## A G E N D A

1. Call To Order
2. Approval of Agenda

### **EDUCATION SESSION:**

3. (a) Outline of Education Session Topics Attached
- (b) Community Volunteer Program (*Lee Anne Smith*)
  - i. Community Volunteer Program Project Report Attached

### **BUSINESS SECTION:**

4. Approval of Meeting Minutes (a) Regular Meeting Minutes of October 28, 2015 Attached
5. Business Arising  
None
6. Correspondence (a) Letter dated October 16, 2015 from Minister Mike Bernier Attached  
(b) Letter dated October 28, 2015 to Mayor Brodie to thank Mayor and Council for Civic Appreciation event Attached  
(c) Letter dated November 2, 2015 to Grant Fengstad re 2015 Computer Donation Attached  
(d) Letter dated November 10, 2015 from Airi Sigurgeirson re: staff fines, and response dated November 16, 2015 Attached

### **COMMUNITY:**

7. Report from Councillor Au
8. Report from Friends of the Library (*Alison Cormack*) (a) 2015 Wish List Attached  
(b) Account Update Attached  
(c) FOL Membership Form On Table
9. Customer Comment Forms Summary Attached

**BOARD:**

- |     |   |          |
|-----|---|----------|
| 10. | Items For Decision and/or Discussion    |          |
|     | (a) Call for Nominations for 2016 Board | Attached |
|     | (b) 2015 Self-Evaluation Survey Report  | Attached |
|     | (c) Board Donation Opportunity          | Attached |
|     | (d) 2016 Budget Update                  | Attached |

**INTERLINK:**

11. InterLINK Meeting Report (*Mark Bostwick*)

**BRITISH COLUMBIA LIBRARY TRUSTEES ASSOCIATION:**

12. BCLTA Report (*Susan Koch*)

**STAFF OPERATIONS:**

- |     |  |          |
|-----|--|----------|
| 13. | Chief Librarian's Verbal Report  |          |
| 14. | Program Reports  |          |
|     | (a) Large and Special Events Adult Programming ( <i>Lee Anne Smith</i> ) | Attached |
|     | (b) RPL Turns 40! ( <i>Lee Anne Smith</i> )                              | Attached |
| 15. | Project Reports  |          |
|     | (a) Communications Plan Update ( <i>Stephanie Vokey</i> )                | Attached |
|     | (b) Community Engagement Project Update ( <i>Lee Anne Smith</i> )        | Attached |
| 16. | Risk Management Report ( <i>Bob McGall</i> )                             | Attached |

**ITEMS FOR INFORMATION**

- |     |   |          |
|-----|---|----------|
| 17. | Announcement regarding Library Board Appointments | Attached |
| 18. | Dayson Recognition Event – November 18            |          |
| 19. | Board Social – December 1                         |          |
| 20. | Board Calendar and Work Plan                      | Attached |

**OTHER BUSINESS**

**NEXT MEETINGS**

**Regular Meeting**  
**Wednesday, January 27, 2016**  
**5:30 to 7:30 pm**

**ADJOURNMENT**