

RICHMOND PUBLIC LIBRARY BOARD

Wednesday, April 28, 2010

Present: Arlene Yoshikawa, Chair
Pat Watson, Vice Chair
Councillor Linda Barnes
Mark Bostwick
Dulce Cuenca
Lyn Greenhill
Peter Kafka
Sanjiv Khangura
Simon Tang

Greg Buss, Chief Librarian and Secretary to the Board

BUSINESS SECTION

1. Call to Order

The meeting was called to order at 7:05 pm.

2. Approval of Agenda

MOVED: That the agenda be approved with the addition of item 11 (h).

KAFKA/BOSTWICK.....CARRIED

3. Approval of Minutes

MOVED: That the minutes of the regular meeting of March 31, 2010 be approved as presented.

WATSON/GREENHILL.....CARRIED

4. Business Arising

(a) A report of outstanding items to be brought forward was included for information. Greg provided an update of status for each item.

(b) A revised self-evaluation survey was included for information. The survey will be distributed in fall.

5. Correspondence

None.

COMMUNITY

6. Report from Councillor Barnes

Councillor Barnes thanked the Board and staff for work done during the O Zone. Linda reported that the social planning strategy survey will be available on-line in early May. The survey will be open to everyone who lives and works in Richmond. ASPAC's presentation building describing their proposed housing development at the oval site is open to the public. Linda encouraged everyone to visit. Linda also encouraged everyone to make their feelings known regarding the Vancouver Airport Fuel Delivery Project, when the next public consultation takes place.

7. Friends of the Library

Betsy Blair announced that the recent spring sale raised just over \$10,000. Donations have been reduced a bit due to the Olympics and the charity bins. The Friends will pursue promotion to let the public know that donations to the library remain in the community. They are reviewing advertizing, updating their presence on our web site and preparing bookmarks.

8. InterLINK Report

(a) A summary of the March 30, 2010 Board Meeting was included for information.

9. British Columbia Library Trustees Association Report

Arlene reported on the outcome of the BCLTA Annual General Meeting held during the conference.

- (a) The membership approved the 2010 Budget; and,
(b) The following trustees were elected as Directors to the BCLTA Board:
- Paul Tutsch (West Vancouver Memorial) - 2 year term
 - Michelle Wong (Greater Victoria Regional) - 2 year term
 - Ivan Idzan (Okanagan Regional Library) - 2 year term
 - Brian Liberman (Kitimat Public Library) - 1 year term

Arlene also reported that the BCLTA has historically put on a reception at the annual Union of British Columbia Municipalities (UBCM) meeting to thank municipal councillors and staff and to advocate for BC libraries. BCLTA will host a smaller event at the upcoming conference in Whistler. Their focus will be featuring what a library does for the community, to thank participants and advocate for library support.

10. Customer Comment Forms

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

(a) Summary of Comments

The summary of comments is included in the Board package for information.

BOARD

11. Activities

- (a) Arlene reported that the meeting with Mayor Brodie took place on April 7th. Trustee terms were discussed and Lyn has followed up with the City Clerk's office, which is responsible for making appointments, regarding 1-year term appointments. Greg will also follow up with the Library Services Branch for clarification. Linda suggested that the Chair also introduce themselves to the other members of Council.
- (b) Peter reported that he attended the recent BCLTA conference in Penticton and noted that the educational component of the conference was good but the networking opportunity better. He encouraged all trustees to attend for the opportunity to network with other trustees, and thanked the Board for sending him.

Greg reported that he accepted the BCLA Merit Award for the Richmond Health Literacy Project on behalf of the library. Greg noted that Dace Starr spearheaded this project and the Board thanked her for her work. Dace noted that the relationship with Vancouver Coastal Health and the BC Public Health Association was rewarding and that the library is a natural and obvious place for people to go to get health information.

Greg also reported that he was re-elected to the Board of the BC Libraries Cooperative.

Peter noted that election of BCLTA Board at the conference is an opportunity for Board succession planning, and asked if the BCLTA Board considered having a slate of candidates that were promoted to BCLTA Director as "recommended by the Board". Arlene responded that often the BCLTA Board positions are acclaimed as it can be difficult to get candidates to run for election.

Arlene thanked the Board for financial support in allowing her to attend the conference. Overall she felt it was a good conference and received formal acknowledgement and a thank you at the BCLTA Awards Ceremony for her participation as BCLTA Conference Chair.

Arlene noted that she will continue with BCLTA until April 2011, even though she times out as a Trustee in December 2010.

- (c) The Board thanked Lyn for hosting the Board Social event on April 27th. The event was well attended and gifts were given to former Trustees Leslie Wilson and Albert Beh, who departed the Board in December 2009.
- (d) The Board photo was taken prior to this meeting.
- (e) A media report on our creating an endowment fund with the Richmond Community Foundation was included for information.
- (f) The latest issue of the *Feliciter* was enclosed for information.
- (g) The calendar and work plan were included for information. Greg noted the June 12th launch of the Filipiniana collection.
- (h) Greg noted that there has been no announcement made by the Richmond Chinese School Foundation at this time. Lyn noted that they have made a decision and are consolidating investments. Their AGM is this month, so a decision should be announced soon.

12. Governance

(a) Chief Librarian's Performance Appraisal

- (i) An excerpt from the Board Policy Manual was included for information.
- (ii) A committee comprised of the Chair and Vice Chair was struck. It was also suggested that this year the past chair be included on the committee.

MOVED: That the past chair be included due to expertise.

KAFKA/BOSTWICK.....CARRIED

Greg will prepare documentation and set up a meeting.

- (b) Board Committees 2010. Discussion was deferred to the end of the meeting.
- (c) Fund Development Committee. Discussion was deferred to the end of the meeting.
- (d) Policy Development Committee. Discussion was deferred to the end of the meeting.
- (e) *Building on Success* Strategic Plan 2008-2010 was enclosed for information.
- (f) Strategic Plan meeting. Discussion was deferred to the end of the meeting.

STAFF OPERATIONS

13. Monthly Statistics

Recent statistics were presented for information. Statistics to the end of March show that we are still recovering from the parking and other access disruptions created by the O Zone celebrations.

14. Filipiniana Collection

An invitation to the Scotiabank Filipiniana Collection Inauguration on June 12, 2010 was included for information. Wendy Jang reported that we used the funds to buy items the public had asked for. The material is being catalogued right now

and will be put out at the inauguration ceremony. Games, crafts and a Philippine History 101 presentation are planned to celebrate Philippine Independence Day. Mayor, Council and MLA will be invited as well.

15. 12th Annual World Outstanding Chinese Award Honouring Mr. Kwok-Chu Lee

Greg noted that Mr. Lee has donated several hundreds of thousands of dollars over the last 15 years and hosted many dinners for Board and staff. His award includes an honorary PhD from Lansbridge University in New Brunswick. The library will purchase a full page ad in the *Ming Pao*, and all Board and select staff will be listed individually as congratulators.

20. Other Business

Greg noted that 2 Sony eBook Readers were available on table for Board use, and encouraged all Trustees to try using the technology.

21. Date of Next meeting

The next meeting is **Wednesday, May 26, 2010 at 7:00 pm.**

Staff were excused and a short break taken at 8:30 pm

The Board reconvened to discuss items previously deferred:

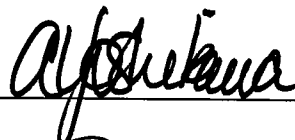
12. (b) and (c) and (d) Rather than making appointments to the Fund Development Committee and Policy Development Committee, it was decided to have them both as standing items on the agenda. As particular issues arise the Board can decide whether to address it as a Committee of the Whole or to establish a smaller group or committee to pursue. A major discussion on Fund development will be scheduled in the near future.

(f) Greg will prepare a status report on the current Strategic Plan. The Board established a Steering Committee on Strategic Planning comprised of Pat Watson, Peter Kafka, and Simon Tang.

Adjournment

There being no further business, the Chair declared the meeting adjourned at 9:25 p.m.

CHAIR



CHIEF LIBRARIAN

