

**REGULAR MEETING OF THE FRASER VALLEY REGIONAL LIBRARY BOARD**

**Wednesday, January 27, 2010 — 9:00 a.m.**

**FVRL Administrative Centre  
34589 Delair Road, Abbotsford, BC V2S 5Y1**

1.00	<b>CALL TO ORDER</b>	Chief Executive Officer Rob O'Brennan
2.00	<b>APPROVAL OF AGENDA</b> <i>Motion</i>	<b>THAT</b> the Agenda be approved as circulated.
3.00	<b>2010 ELECTION OF OFFICERS &amp; EXECUTIVE COMMITTEE</b>	
p. 6	3.01 <b>BOARD CHAIR</b> <i>Motion</i>	Chief Executive Officer presiding  Election of Board Chair  <b>Enclosure:</b> <ul style="list-style-type: none"> <li>• FVRL Board Members &amp; Alternates 2010</li> <li>• Chair of the Board</li> </ul>
p. 8	3.02 <b>REMAINING TABLE OFFICERS &amp; EXECUTIVE COMMITTEE</b> <i>Motion</i>	Newly-elected Board Chair presiding  Election of: <ul style="list-style-type: none"> <li>• Vice-Chair</li> <li>• Honorary Treasurer</li> <li>• BCLTA Representative</li> <li>• InterLINK Representative</li> <li>• InterLINK Alternate Representative</li> </ul> <b>Enclosure:</b> <ul style="list-style-type: none"> <li>• Vice-Chair of the Board</li> <li>• Honorary Treasurer of the Board</li> <li>• Background For Election Of FVRL Board Representative To BC Library Trustees Association</li> <li>• Background For Election Of FVRL Board Representative To Board Of Public Library InterLINK</li> </ul>

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|-------|------|--|---|
|       | 3.03 | <b>DESTRUCTION OF BALLOTS</b><br><i>Motion</i>             | <b>THAT</b> the election ballots be destroyed.  |
| 2.00  |      | <b>CONSENT AGENDA</b>                                      |   |
| p. 14 | 2.01 | <b>Approval of Minutes</b>                                 | <b>Enclosures:</b><br>◆ December 16, 2009 Meeting Minutes   |
| p. 19 | 2.02 | <b>Chief Executive Officer's Report</b>                    | <b>Enclosure:</b><br>◆ Chief Executive Officer's Report   |
| p. 20 | 2.03 | <b>Director of Corporate Services Report</b>               | <b>Enclosure:</b><br>◆ Director of Corporate Services Report  |
| p. 25 | 2.04 | <b>Director of Client Services Report</b>                  | <b>Enclosure:</b><br>◆ Director of Client Services Report   |
| p. 26 | 2.05 | <b>Acting Director of IT &amp; Support Services Report</b> | <b>Enclosure:</b><br>◆ Acting Director of IT & Support Services Report  |
| p. 27 | 2.06 | <b>Activity Report</b>                                     | <b>Enclosure:</b><br>◆ Activity Report  |
| p. 29 | 2.07 | <b>Overview of Fraser Valley Regional Library</b>          | <b>Enclosure:</b><br>◆ Overview of Fraser Valley Regional Library Report  |
| p. 43 | 2.08 | <b>Correspondence &amp; Information</b>                    | <b>Enclosure:</b><br>◆ Letter from Rob O'Brennan to Chief Administrative Officers of FVRL Local Governments<br>◆ Reciprocal Borrowing Agreement with Whatcom County Rural Library District<br>◆ Letter from Corporation of Delta re Battery Drop-Off Program<br>◆ Letter from City of Pitt Meadows re New Library Space<br>◆ Letter from City of Abbotsford re Notice of Public Hearing |
|       | 2.09 | <b>Approval of Consent Agenda</b><br><i>Motion</i>         | <b>THAT</b> the Consent Agenda be approved.   |
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- provided that the sums of money borrowed are based on revenue itemized in the 2010 budget that is not yet received but due and payable by December 31, 2010.
- p. 50      5.03      **Public Library InterLINK Request Information**      Rob O'Brennan, Chief Executive Officer
- Enclosure:**
- ◆ Letter from Public Library InterLINK
- p. 52      5.04      **BCLTA Board Information**      Rob O'Brennan
- Enclosure:**
- ◆ BCLTA Board of Directors Nominations
- p. 54      5.05      **HST Implications for FVRL Information**      Mary O'Callaghan
- Enclosure:**
- ◆ Good News About HST Implications for FVRL
- p. 55      5.06      **Budget Savers Implemented in 2009 Information**      Mary O'Callaghan
- Enclosure:**
- ◆ Budget Savers Implemented in 2009
- p. 56      5.07      **Request from Township of Langley Motion**      Mary O'Callaghan
- THAT** the transfer of funds from the Township of Langley's Municipal Surplus Reserve be approved to purchase three replacement self-checkout units for the Murrayville, Muriel Arnason, and Walnut Grove Libraries, as recommended by Fraser Valley Regional Library staff.
- Enclosure:**
- ◆ Letter from Township of Langley
- p. 57      5.08      **Fragrance-Controlled Environment Motion**      Rob O'Brennan
- THAT** the proposed Fragrance-Controlled Environment Policy for Fraser Valley Regional Library be approved.
- Enclosure:**
- ◆ Proposed Fragrance-Controlled Environment Policy
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6.00            **OTHER BUSINESS**

7.00            **AROUND THE TABLE**

8.00            **QUESTIONS**

9.00            **NEXT MEETING**  
*Information*

The FVRL Board will meet next for the Annual Board Retreat:

**Wednesday & Thursday**  
**March 10 & 11, 2010**  
**8:30 am to 4:30 pm**  
FVRL Administrative Centre  
Administrative Centre  
34589 Delair Road, Abbotsford, BC

10.00          **ADJOURNMENT**  
*Motion*

**THAT** the meeting of FVRL Board be adjourned.

## 2010 FVRL BOARD MEMBERS AND ALTERNATES

<b>FVRL MEMBER</b>	<b>POSITION</b>	<b>APPOINTEE</b>
<b>ABBOTSFORD, CITY OF</b>	<b>Board Member</b>	<b>Coun. Simon Gibson</b>
	Alternate	Coun. Dave Loewen
<b>CHILLIWACK, CITY OF</b>	<b>Board Member</b>	<b>Coun. Ken Huttema</b>
	Alternate	Coun. Stewart McLean
<b>DELTA, CORPORATION OF</b>	<b>Board Member</b>	<b>Coun. Anne Peterson</b>
	Alternate	Coun. Heather King
<b>FVRD</b>	<b>Board Member</b>	<b>Director Bill Dickey</b>
	Alternate	Director Lloyd Forman
<b>HARRISON HOT SPRINGS</b>	<b>Board Member</b>	<b>Coun. Bob Perry</b>
	Alternate	Coun. Allan Jackson
<b>HOPE, DISTRICT OF</b>	<b>Board Member</b>	<b>Coun. Ron Smith</b>
	Alternate	Coun. Donna Pleadwell
<b>KENT, DISTRICT OF</b>	<b>Board Member</b>	<b>Coun. John Van Laerhoven</b>
	Alternate	Mayor Lorne Fisher
<b>LANGLEY, CITY OF</b>	<b>Board Member</b>	<b>Mayor Peter Fassbender</b>
	Alternate	Coun. Teri James
<b>LANGLEY, TOWNSHIP OF</b>	<b>Board Member</b>	<b>Coun. Grant Ward</b>
	Alternate	Coun. Charles Fox
<b>MAPLE RIDGE, DISTRICT OF</b>	<b>Board Member</b>	<b>Coun. Linda King</b>
	Alternate	Mayor Ernie Daykin
<b>METRO VANCOUVER</b>	<b>Board Member</b>	<b>Director Gayle Martin</b>
	Alternate	To be confirmed
<b>MISSION, DISTRICT OF</b>	<b>Board Member</b>	<b>Coun. Terry Gidda*</b>
	Alternate	Coun. Heather Stewart
<b>PITT MEADOWS, CITY OF</b>	<b>Board Member</b>	<b>Coun. Deb Walters</b>
	Alternate	Coun. Tracy Myashita
<b>PORT COQUITLAM, CITY OF</b>	<b>Board Member</b>	<b>Coun. Michael Wright</b>
	Alternate	Coun. Brad West
<b>WHITE ROCK, CITY OF</b>	<b>Board Member</b>	<b>Coun. Helen Fathers</b>
	Alternate	Coun. Al Campbell*

\* New appointment for 2010

## CHAIR OF THE BOARD

### **Statement of the Chair's Function**

The primary role of the Chair of the Board is to ensure the proper functioning of the Board and the proper conduct of Board business in accordance with appropriate legislation and prescribed rules of procedure (Roberts Rules of Order). In the absence of specific authority, the Chair shall not commit the Board to any course of action.

### **Chair's Responsibilities**

The Chair of the Board shall be responsible for:

1. Presiding at regular and special meetings of the Board in the manner and to the extent prescribed by the Board;
2. Conducting Board meetings in accordance with the Library Act and relevant legislation, and with rules of procedure (Roberts Rules of Order);
3. Serving as *ex officio* member of all Board committees;
4. Acting as one of the authorized signing officers of all documents pertaining to Board business;
5. Representing the Board, alone or with other members of the Board, at any public or private meetings for the purpose of conducting, promoting, or completing the business of the Board;
6. Ensuring that vacancies on the Board or on Board committees are filled as expeditiously as possible;
7. Liaising with all levels of municipal, regional, provincial, and federal governments or agencies to advance the goals of the Board;
8. Representing the Board and communicating Board positions, policies, and viewpoints to government and external agencies;
9. Advising the Vice-Chair if, for any reason, the Chair is temporarily unable to fulfill these functions.

### **Term of Office**

The Chair shall be elected for a one year term of office in accordance with the Library Act. The election shall take place at the first meeting of each year after appointments are made to the Library Board.

## VICE CHAIR OF THE BOARD

### **Statement of the Vice-Chair's Function**

The primary role of the Vice-Chair of the Board is to ensure the proper functioning of the Board and the proper conduct of Board business if, for any reason, the Board Chair is unavailable. In the absence of specific authority, the Vice-Chair shall not commit the Board to any course of action.

### **Vice-Chair's Responsibilities**

1. In the absence of the Chair, the Vice-Chair shall be vested with all the powers and shall perform all the duties of the Chair.
2. The Vice-Chair shall possess and may exercise such other powers and duties as may, from time to time, be assigned by the Board.

### **Term of Office**

The Vice-Chair shall be elected for a one year term of office in accordance with the Library Act. The election shall take place at the first meeting of each year after appointments are made to the Library Board.

## HONORARY TREASURER OF THE BOARD

### **Statement of the Honorary Treasurer's Function**

The primary role of the Honorary Treasurer of the Board is to oversee the financial integrity of the Fraser Valley Regional Library.

### **Honorary Treasurer's Responsibilities**

The Honorary Treasurer shall be responsible for:

1. Overseeing budget preparation and monitoring budget levels throughout the year;
2. Reviewing the financial statements monthly;
3. Reviewing and signing the audited financial statement;
4. Acting as one of the authorized signing officers of all documents pertaining to Board business;
5. Overseeing all major contracts and requests-for-proposal into which the Library may enter.

### **Term of Office**

The Honorary Treasurer shall be elected for a one year term of office. The election shall take place at the first meeting of each year after appointments are made to the Library Board.

## Election of FVRL Board Representative for BC Library Trustees Association



### MISSION STATEMENT

To promote and foster the effectiveness of Public Library Boards in British Columbia through unity, advocacy, education and leadership for the advancement of library service throughout the Province.

### MEMBERSHIP

Membership in the BCLTA is an institutional membership for the library board with each board member then being recognized as an individual member.

**Institutional** - Membership is available to a Board of any public library recognized by the British Columbia Library Trustees Association and any public library system as defined under the British Columbia Library Act. The Institutional Members will determine from its individual members the representatives who will vote at the Special and Annual General Meetings and exercise its one (1) vote.

**Individual** - is a trustee who is a member of a Library Board as recognized by the British Columbia Library Trustees Association or as outlined in the Library Act of British Columbia, and whose Board has paid the required fees for the year.

The British Columbia Library Trustees Association represents more than 70 library boards and over 700 library trustees who volunteer their time on library boards throughout our province. The association provides support and representation for library trustees.

### As a BCLTA member you enjoy these benefits:

- Organized representation to the Provincial Government
- BCLTA Trustee Handbook
- BCLTA Annual Conference
- Province Wide Trustee Orientation Training Programs
- Topical Issues Workshops
- Subscription to the *Open Door* Newsletter
- Voting rights and eligibility to run for BCLTA Executive
- Representation on the Canadian Library Trustees Association Executive

### **CONFERENCE**

The BCLTA conference is held annually either as a stand-alone or in partnership with BC Library Association (BCLA) and/or Canadian Library Association (CLA). It provides an excellent networking and education opportunity for members. Theme speeches, issues, forums, award ceremonies, annual general meeting and social events are planned for trustees by trustees.

BCLTA will hold its conference **Thursday, April 22 to Saturday, 24, 2010** at the Penticton Trade and Convention Centre, 273 Power Street, Penticton, BC.

### **TRUSTEES ORIENTATION PROGRAM (TOP)**

With its stated mission, "To develop and support library trustees to advance public library service in British Columbia," the BC Library Trustees Association puts that into practice by providing the ***Trustee Orientation Program*** (TOP). This workshop introduces trustees:

- ◆ to the Library Act; to trustee roles and responsibilities;
- ◆ to community advocacy;
- ◆ to current issues, as well as many other aspects of publicly funded library services.

This workshop was developed by **Dr. Ken Haycock**, an internationally recognized consultant who also has assisted FVRL in our senior level recruitments, strategic planning, and vision casting. (For further information: [www.bclta.org](http://www.bclta.org))

## FVRL Board Representative To Board Of Public Library InterLINK



### Public Library InterLINK

Public Library InterLINK is a partnership of strong local libraries which fosters and promotes the provision of quality library services to residents through open access to member libraries and the development and implementation of collaborative cost effective service efficiencies and enhancements. *Library service when and where you need it.*

InterLINK operates as a Library Federation according to the Library Act of British Columbia (1994) Section 49 and is governed by a library board constituted in accordance with that act. **The board is composed of one representative from each of the eighteen member library boards. Members are appointed for one-year terms by their own library boards** and may be reappointed for up to eight terms.

The InterLINK Board determines the purpose of InterLINK, develops and adopts policies governing its services and operations and secures adequate funding to carry out approved goals and objectives.

### InterLINK BOARD MEETINGS

- 5 meetings each year (additional meetings as needed)
- Typically held last Tuesday of February, March, May, September and November
- Meetings include light supper at 4:45 pm, with meeting from 5:00-7:00/7:30 pm
- Location usually at Burnaby Public Library—Metrotown Branch, 6100 Willingdon Avenue, Burnaby
- Summer break

## **HOW InterLINK IS GOVERNED**

### **Board Members**

The InterLINK Board has a legal responsibility for the delivery of services to the member library boards. Board members are volunteers who require a commitment to the importance of resource sharing and open access in public libraries. They must demonstrate a willingness to devote the time and effort required to promote and represent InterLINK to member library boards and the community at large.

### **Board Members - Responsibilities**

- Establish the goals and objectives of InterLINK.
- Develop long and short term plans for InterLINK.
- Adopt written policies to govern the operation and services of InterLINK.
- Relate the services of InterLINK to its member libraries.
- Produce a budget to carry out the goals and objectives of InterLINK.
- Present the budget to member library boards.

### **Board Members - Duties**

- Regularly attend meetings of the InterLINK Board.
- Actively participate in the work of the Board and its committees.
- Represent the interests of their own library board to the InterLINK Board.
- Represent the interests of InterLINK to their own library Board.
- Keep their own library board well-informed and current on InterLINK activities.
- Act as an advocate for resource sharing and open access for public libraries.
- Attend special InterLINK events.
- Represent InterLINK when required to do so.

## **PUBLIC LIBRARY InterLINK CONTACT INFORMATION**

Public Library InterLINK  
c/o Burnaby Public Library - Kingsway Branch  
7252 Kingsway  
Burnaby, BC V5E 1G3  
Phone: (604) 517-8441  
Fax: (604) 517-8410  
Web: [www.interlinklibraries.ca](http://www.interlinklibraries.ca)  
Email: [info@interlinklibraries.ca](mailto:info@interlinklibraries.ca)

*DRAFT*

**REGULAR MEETING OF THE FRASER VALLEY REGIONAL LIBRARY BOARD**

**Wednesday, December 16, 2009 — 9:00 a.m.**

**FVRL Administrative Centre  
34589 Delair Road, Abbotsford, BC V2S 5Y1**

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**Attendees from the Board**

Mayor Peter Fassbender, City of Langley  
(Chair)  
Director Bill Dickey, Fraser Valley Regional  
District  
Councillor Simon Gibson, City of Abbotsford  
Councillor Ken Huttema, City of Chilliwack  
Councillor Linda King, Maple Ridge  
Director Gayle Martin, Metro Vancouver  
Councillor Bob Perry, Village of Harrison Hot  
Springs  
Councillor Anne Peterson, Corporation of  
Delta  
Councillor Jenny Stevens, District of Mission  
Councillor John Van Laerhoven, District of  
Kent  
Councillor Grant Ward, Township of Langley  
Councillor Michael Wright, City of Port  
Coquitlam

**Regrets**

Councillor Helen Fathers, City of White Rock  
Councillor Ron Smith, District of Hope  
Councillor Deb Walters, City of Pitt Meadows

**Attendees from Staff**

Rob O'Brennan, Chief Executive Officer  
Mary O'Callaghan, Director of Corporate  
Services  
Irene Geng, Executive Assistant to the Chief  
Executive Officer (Recorder)  
Brad Fenrick, Manager of IT  
Scott Hargrove, Acting Director of IT and  
Support Services  
Mary Kierans, Manager of Support Services  
Teresa MacLeod, Manager—Mission Library  
& Outreach Services  
Caro O'Kennedy, Library Manager—Maple  
Ridge & Pitt Meadows  
Rita Penco, Director of Client Services  
Frances Thomson, Acting Library Manager--  
Delta

**CUPE Local 1698 Representatives**

Laurie Dyck  
Leanne Fruno

## REGULAR MEETING OF THE FVRL BOARD

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### 1.00 CALL TO ORDER

Mayor Peter Fassbender, Chair, called the December 16, 2009 regular meeting of the Fraser Valley Regional Library Board to order at 9:00 a.m.

Mayor Fassbender congratulated Rita Penco upon her appointment to her new position of Director of Client Services and acknowledged the contributions of the candidates who also had applied for this position. He welcomed Frances Thomson in her interim role as Acting Library Manager for Delta's libraries.

### 2.00 APPROVAL OF CONSENT AGENDA

It was **MOVED** Councillor Ward, **SECONDED** Councillor Stevens, **THAT** the consent agenda be approved as circulated.

**CARRIED**

09.12.16/01

Consent Agenda Approved

### 3.00 APPROVAL OF AGENDA

It was **MOVED** Councillor King, **SECONDED** Director Martin, **THAT** the agenda be approved as circulated.

**CARRIED**

09.12.16/02

Agenda Approved

### 4.00 NEW BUSINESS

#### 4.01 Reciprocal Borrowing Agreement

Chief Executive Officer Rob O'Brennan described a decades-old arrangement of no-cost reciprocal borrowing between Whatcom County Rural Library District and Fraser Valley Regional Library. A recent search of records in both library systems was unable to locate a formal document detailing the agreement, and recently US-Canada border crossing personnel suggested that a formal agreement be drawn up and placed on file at the border crossings for the convenience of customers making use of this arrangement.

It was **MOVED** Councillor Ward, **SECONDED** Councillor Perry, **THAT** the existing reciprocal borrowing agreement between Fraser Valley Regional Library and Whatcom County Rural Library District be reaffirmed, and **THAT** FVRL senior staff prepare a formal reciprocal agreement to reflect this arrangement.

**CARRIED**

09.12.16/03

Reciprocal Borrowing Agreement with  
Whatcom County Rural Library District

Mayor Fassbender, before accepting a motion to move to the *in camera* session, expressed thanks on behalf of the Board to FVRL staff and union representatives for everything they do every day, and wished one and all a merry Christmas.

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**5.00 IN CAMERA SESSION**

**5.01 Move to *In Camera* Session**

It was **MOVED** Councillor Peterson, **SECONDED** Councillor Huttema, **THAT** the Board move to *In Camera* session.

**CARRIED**

09.12.16/04

Move to *In Camera* Session

**5.02 Ratify *In Camera* Decisions**

It was **MOVED** Councillor Gibson, **SECONDED** Councillor Huttema, **THAT** the decisions of the *In Camera* session be ratified.

**CARRIED**

09.12.16/05

*In Camera* Decisions Ratified

**6.00 OTHER BUSINESS**

Staff who had been excused for the *in camera* meeting was invited to return to the Board Room.

Mayor Fassbender announced that the Board had ratified the collective agreement negotiated with CUPE Local 1698. He expressed the Board's sincere appreciation for the union's positive relationship with FVRL and the team-spirited negotiations that led to a settlement.

**7.00 AROUND THE TABLE**

Councillor Gibson described how, during his recent tour of Abbotsford libraries, he observed firsthand the "soft social purpose" that the library fulfills in the community and was particularly moved to see evidence of the personal relationships that library staff have with many customers, especially the elderly.

Councillor Huttema expressed his enjoyment of the past year—his first on FVRL's Board.

Councillor Peterson announced that she has been reappointed to FVRL's Board for 2010. She reported that FVRL's budget process went better this year, from Corporation of Delta's perspective, and that Delta is looking forward to continuing conversations with FVRL in the coming year. She is encouraged by the positive feedback she is hearing about FVRL from Delta's administration.

Councillor Perry indicated he would be joining CEO Rob O'Brennan and Director of Client Services Rita Penco the following day at Agassiz Library to present the Board's annual Christmas gift of chocolates to library staff.

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Councillor Van Laerhoven revealed his pleasure at being on the Board of such a positive, forward looking organization as FVRL. He added that he is always impressed by how well connected Agassiz staff is to everyone who comes to Agassiz Library.

Councillor Ward reported that library usage in the Township of Langley is up 15%-20% over last year, with Fort Langley Library showing the greatest increase. He was pleased by the outreach to seniors, specifically the Internet training classes at Murrayville Library, and noted that a new seniors complex being constructed in the area will present more opportunities for seniors outreach in Murrayville. He commended the Board on operating smoothly, with well meaning and well thought out comments. He added that he has been reappointed as the Township of Langley's representative for 2010.

Councillor King stated that her first year on FVRL's Board has been wonderful and that she is pleased to know and understand the library system from the Board's perspective. She also will return to the Board in 2010 as Maple Ridge's representative.

Councillor Stevens expressed her sadness at bidding farewell to the FVRL Board, seeing she will not return as Mission's representative in 2010.

Director Martin stated that she did not know yet if she will be reappointed to the FVRL Board, but commented that she has enjoyed the experience and appreciated the staff and communication over the past year.

Councillor Wright announced that he was appointed for the 16<sup>th</sup> time as Port Coquitlam's representative to the FVRL Board. He observed that 2009 has been a good year for FVRL.

Director Dickey expressed his best wishes to everyone for the holiday season.

CEO Rob O'Brennan commented that 2009 has been a great year, especially for him personally, and added that, having worked for FVRL since 1988, he doesn't know of a year that has been as good for FVRL as 2009.

Mayor Fassbender expressed thanks to the Board, to FVRL staff, and to FVRL leadership, for all their contributions to Fraser Valley Regional Library. He commented that, despite all the work we do, the bottom line of all our efforts is good relationships, respect for one another, and caring about the people we serve. He encouraged everyone to prepare for uncertain times as best as possible and, when issues arise, to work together to find solutions. He added his best wishes for a merry Christmas for all.

8.00

### QUESTIONS

There were no questions.

**REGULAR MEETING OF THE FVRL BOARD**

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9.00           **NEXT MEETINGS**

The regularly scheduled November meeting of the FVRL Board will be held:

**Wednesday, January 27, 2010**

**9:00 am - 12 noon**

Administrative Centre

34589 Delair Road, Abbotsford, BC

10.00           **ADJOURNMENT**

It was **MOVED** Councillor Gibson, **SECONDED** Councillor Ward, **THAT** the meeting of FVRL Board be adjourned.

**CARRIED**

09.12.16/06

Adjournment

The meeting adjourned at 9:37 a.m.

## CHIEF EXECUTIVE OFFICER'S REPORT

By Rob O'Brennan, Chief Executive Officer  
Meeting of January 27, 2010

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### LIBRARY ADVOCACY

Mayor Peter Fassbender and I have been working with a number of organizations, including the **British Columbia Library Trustees Association**, the **British Columbia Library Association**, and **Vancouver Public Library** over the past month to develop and implement an advocacy campaign directed at the provincial government to ensure that provincial funding for public libraries is maintained in 2010. Mayor Fassbender and **BCLTA President Andy Ackerman** are making arrangements to meet with Minister of Education, Hon. Margaret MacDiarmid, to discuss our needs.

As part of these efforts, FVRL's Marketing and Communications team created the website *BC Libraries Change Lives*, which is a partnership among BC's public libraries. Its purpose is to feature the stories of our customers to showcase how BC libraries have changed their lives. In doing so, it also provides information to the public and underscores the importance of public libraries. *BC Libraries Change Lives* ([www.bclibrarieschangelives.ca](http://www.bclibrarieschangelives.ca)) went live in mid-January.

### BC LIBRARY ASSOCIATION

I have been nominated for the position of Vice-President, President-elect, of the British Columbia Library Association. I am hoping this role will help raise the profile of FVRL. Elections will be held at the annual BCLA convention in April.

### CHRISTMAS VISITS TO LIBRARIES

FVRL staff response to Christmas visits to our library locations was very positive. Thank you to all Board members who were able to join Rita Penco, Director of Client Services, and me for these visits.

**Fraser Valley Regional Library  
Statement of Financial Position  
For the Eleven Months Ending November 30, 2009**

	Unappropriated	Appropriated	Restricted	Capital	2009 Total
<b>Financial Assets</b>					
Cash and cash equivalents	\$3,767,889.97	\$2,181,897.65	\$195,856.01		\$6,145,643.63
Accounts receivable	1,199,911.41				1,199,911.41
Other financial assets	61,420.02				61,420.02
	<u>5,029,221.40</u>	<u>2,181,897.65</u>	<u>195,856.01</u>		<u>7,406,975.06</u>
Invested in property and equipment				1,767,498.32	1,767,498.32
<b>Total Financial Assets</b>	<b><u>5,029,221.40</u></b>	<b><u>2,181,897.65</u></b>	<b><u>195,856.01</u></b>	<b><u>1,767,498.32</u></b>	<b><u>9,174,473.38</u></b>
 <b>Financial Liabilities</b>					
Accounts payable and accrued liabilities	1,166,411.68				1,166,411.68
Deferred revenues	1,614,079.37				1,614,079.37
Capital lease obligations				66,342.00	66,342.00
Financial equity	<u>4,563,853.59</u>	<u>365,377.86</u>	<u>560,056.81</u>	<u>838,352.07</u>	<u>6,327,640.33</u>
<b>Total Financial Liabilities and Equity</b>	<b><u>7,344,344.64</u></b>	<b><u>365,377.86</u></b>	<b><u>560,056.81</u></b>	<b><u>904,694.07</u></b>	<b><u>9,174,473.38</u></b>

**Fraser Valley Regional Library**  
**Statement of Financial Activities - (Unappropriated) Operating Budget**  
**For the Eleven Months Ending November 30, 2009**

	2009 Budget	Actual	Year-to-Date Budget	Variance	Comments
<b>Revenue</b>					
Member assessments	\$18,076,818.96	\$16,542,649.71	\$16,570,417.38	(\$27,767.67)	
Provincial government grants	1,395,275.00	1,189,306.25	1,279,003.00	-89,696.75	Adjusted based on approved Operating Grants
Library based revenue	821,034.00	718,523.53	752,638.37	-34,114.84	
Return on investments	64,000.00	24,425.42	58,663.00	-34,237.58	
<b>Total revenue</b>	<b>20,357,127.96</b>	<b>18,474,904.91</b>	<b>18,660,721.75</b>	<b>-185,816.84</b>	
<b>Expenditures</b>					
Salaries and benefits	14,356,944.96	11,902,906.16	12,786,541.68	-883,635.52	Collective agreement reached in Dec. Retroactive Pay issued in Dec.
Library materials and supplies	3,325,987.00	3,190,816.85	3,288,620.00	-97,803.15	
Library programs	89,200.00	66,680.36	82,232.00	-15,551.64	
Administration and board expenses	78,160.00	88,655.97	73,627.00	15,028.97	
Administrative Centre building maintenance	311,036.00	326,178.64	285,272.00	40,906.64	
Computer and telephone expenses	957,858.00	655,184.96	874,897.00	-219,712.04	New I.T. equipment delivered in Dec. will reduce this surplus.
Human Resources and professional expenses	379,279.00	349,637.55	347,843.00	1,794.55	
Marketing expenses	169,000.00	119,332.65	154,937.00	-35,604.35	Promo items arrived in December. Will reduce this surplus.
Office supplies and postage expenses	306,878.00	215,060.44	285,420.00	-70,359.56	
Vehicle operation expenses	155,788.00	127,549.54	144,864.00	-17,314.46	
Public Library Interlink dues	130,596.00	119,173.00	119,713.00	-540.00	
<b>Total operating expenditures</b>	<b>20,260,726.96</b>	<b>17,161,176.12</b>	<b>18,443,966.68</b>	<b>-1,282,790.56</b>	
Capital expenditures (see Note 1 below)	96,401.00	17,426.67	80,334.16	-62,907.49	Capital lease budget for cash flow purposes.
<b>Total expenditures</b>	<b>20,357,127.96</b>	<b>17,178,602.79</b>	<b>18,524,300.84</b>	<b>-1,345,698.05</b>	
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$0.00</b>	<b>\$1,296,302.12</b>	<b>\$136,420.91</b>	<b>\$1,159,881.21</b>	
<b>Note 1:</b>					
Building additions					
Furniture and equipment	25,000.00	3,138.50	20,833.33	-17,694.83	
Computer equipment		14,288.17		14,288.17	
Computer software					
Capital leases	71,401.00		59,500.83	-59,500.83	
<b>Total capital expenditures</b>	<b>96,401.00</b>	<b>17,426.67</b>	<b>80,334.16</b>	<b>-62,907.49</b>	

**Fraser Valley Regional Library  
Statement of Financial Activities - (Appropriated) Internal Projects  
For the Eleven Months Ending November 30, 2009**

	2009 Budget	Actual	Year-to-Date Budget	Variance	Comments
<b>Revenue</b>					
Opening balance		<b>\$251,820.61</b>		<b>\$251,820.61</b>	
Member assessments		72,916.67		72,916.67	
Book sales	89,460.00	98,652.12	82,005.00	16,647.12	
Bus passes	87,540.00	90,036.95	80,245.00	9,791.95	
Meeting rooms	9,840.00	10,085.25	9,020.00	1,065.25	
Return on investments	54,960.00	23,446.04	50,380.00	-26,933.96	
<b>Total current revenue</b>	<b>241,800.00</b>	<b>295,137.03</b>	<b>221,650.00</b>	<b>73,487.03</b>	
<b>Total revenue</b>	<b>241,800.00</b>	<b>546,957.64</b>	<b>221,650.00</b>	<b>325,307.64</b>	
<b>Expenditures</b>					
Salaries and benefits		1,069.14		1,069.14	
Library materials and supplies		11,206.72		11,206.72	
Library programs		10,853.05		10,853.05	
Marketing expenses		4,852.43		4,852.43	
Book sale expenses	4,800.00	19,016.12	4,400.00	14,616.12	
Bus passes expenses	86,160.00	80,730.86	78,980.00	1,750.86	
Meeting room expenses	9,840.00	12,390.60	9,020.00	3,370.60	
Office supplies and postage expenses		24,899.42		24,899.42	
<b>Total operating expenditures</b>	<b>100,800.00</b>	<b>165,018.34</b>	<b>92,400.00</b>	<b>72,618.34</b>	
Capital expenditures (see Note 1 below)		73,080.69		73,080.69	
<b>Total expenditures</b>	<b>100,800.00</b>	<b>238,099.03</b>	<b>92,400.00</b>	<b>145,699.03</b>	
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$141,000.00</b>	<b>\$308,858.61</b>	<b>\$129,250.00</b>	<b>\$179,608.61</b>	
<b>Note 1:</b>					
Building additions		6,845.00		6,845.00	
Furniture and equipment				0.00	
Computer equipment		16,585.00		16,585.00	
Computer software				0.00	
Automated Library		49,650.69		49,650.69	
<b>Total capital expenditures</b>	<b>0.00</b>	<b>73,080.69</b>	<b>0.00</b>	<b>73,080.69</b>	

**Fraser Valley Regional Library  
Statement of Financial Activities - (Restricted) External Projects  
For the Eleven Months Ending November 30, 2009**

	2009 Budget	Actual	Year-to-Date Budget	Variance	Comments
<b>Revenue</b>					
Opening balance		<b>\$621,013.26</b>		<b>\$621,013.26</b>	
Provincial government grants	241,191.00	363,431.00	222,774.33	140,656.67	OneCard (received Mar/08) -- budgeted for 12 months
Federal government grants		1,500.00		1,500.00	
Other donations and grants	76,169.16	129,829.64	76,169.16	53,660.48	
Library based revenue		4,703.00		4,703.00	
Return on investments	5,760.00	2,058.15	5,280.00	-3,221.85	
<b>Total current revenue</b>	<b>323,120.16</b>	<b>501,521.79</b>	<b>304,223.49</b>	<b>197,298.30</b>	
<b>Total revenue</b>	<b>323,120.16</b>	<b>1,122,535.05</b>	<b>304,223.49</b>	<b>818,311.56</b>	
<b>Expenditures</b>					
Salaries	115,641.00	176,936.81	107,307.66	69,629.15	
Library materials and supplies	115,750.00	235,651.88	107,416.67	128,235.21	
Library programs	3,200.00	32,019.38	3,200.00	28,819.38	
Administrative Centre building maintenance		416.00		416.00	
Computer and telephone expenses		64,998.19		64,998.19	
Human resources expenses	60,000.00	28,003.77	60,000.00	-31,996.23	
Marketing expenses		47,293.07		47,293.07	
Office supplies and postage expenses	22,769.16	21,745.36	21,019.16	726.20	
<b>Total operating expenditures</b>	<b>317,360.16</b>	<b>607,064.46</b>	<b>298,943.49</b>	<b>308,120.97</b>	
Capital expenditures (see Note 1 below)	0.00	0.00	0.00	0.00	
<b>Total expenditures</b>	<b>317,360.16</b>	<b>607,064.46</b>	<b>298,943.49</b>	<b>308,120.97</b>	
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$5,760.00</b>	<b>\$515,470.59</b>	<b>\$5,280.00</b>	<b>\$510,190.59</b>	
<b>Note 1:</b>					
Furniture and equipment				0.00	
Computer equipment				0.00	
Computer software				0.00	
Capital leases				0.00	
<b>Total capital expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

**Fraser Valley Regional Library  
Statement of Reserve Accounts  
For the Eleven Months Ending November 30, 2009**

	<u>November</u>	<u>YTD</u>
Assets Replacement	\$89.98	\$272,921.90
Collection Development	136.92	415,464.25
Automation	151.45	442,943.25
Future Services	144.54	438,493.98
<b>Sub-Total</b>	<b>522.89</b>	<b>1,569,823.38</b>
Municipal Surplus-FVRD	3.94	12,017.41
Municipal Surplus-Kent	1.42	4,347.18
Municipal Surplus-Hope	4.71	14,281.18
Municipal Surplus-Chilliwack	12.36	37,501.53
Municipal Surplus-Abbotsford	35.13	106,539.60
Municipal Surplus-Mission	13.76	41,794.61
Municipal Surplus-City of Langley	37.64	114,227.31
Municipal Surplus-Township of Langley	37.43	113,540.35
Municipal Surplus-White Rock	5.84	17,772.75
Municipal Surplus-Delta	13.90	17,225.02
Municipal Surplus-Port Coquitlam	8.98	27,287.71
Municipal Surplus-Maple Ridge	20.18	61,271.85
Municipal Surplus-Pitt Meadows	0.89	2,682.77
<b>Sub-Total</b>	<b>196.18</b>	<b>570,489.27</b>
<b>Chilliwack Donation Revenue</b>	<b>4.29</b>	<b>13,059.10</b>
<b>Maple Ridge Special Donation</b>	<b>60.22</b>	<b>182,796.91</b>
<b>Grand Total</b>	<b>\$783.58</b>	<b>\$2,336,168.66</b>

## INCREASED LIBRARY USAGE

By Rita Penco, Director of Client Services  
Meeting of January 27, 2010

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### ISSUE

FVRL libraries saw library usage increase in 2009. Several FVRL libraries experienced increased circulation ranging from 10% to 28%. If sustained, increases in this range may challenge the level of customer service because of the impact upon our collection, facilities, and staff.

### SYSTEM-WIDE OVERVIEW

The increased library usage first reported to the Board in June and July 2009 continued through to the end of the year. FVRL system-wide library usage increased in 2009:

- Circulation increased 9%
- Number of holds increased 10%
- Customer visits increased 4%

The increased borrowing activity likely is due to the economic downturn. More customers are making greater use of the library to take advantage of its free resources and services. This trend is consistent with other Canadian public libraries, where circulation increases in 2009 ranged from 2% to 23%.

### NOTEWORTHY INCREASES

Libraries in Hope, Yarrow, Abbotsford and Township of Langley saw higher than average increases, ranging from 10% (Clearbrook Library) to 28% (Fort Langley Library). The economic downturn does not fully explain these larger than average increases. They likely are due to:

1. population growth and
2. new real estate development in Abbotsford, Township of Langley, and Yarrow.

### KEY CONSIDERATIONS

The higher than average increase in demand:

1. is having an impact on service delivery,
2. has put new pressures on staff, and
3. has exceeded the physical capacity of the libraries.

### RECOMMENDATION

I will continue to monitor the increased library usage in all libraries and, for those libraries experiencing the greatest increases, will work proactively with the Board representative, municipal staff, and library manager to develop options for maintaining current levels of service in the face of continuing increased demand.

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## **Information Technology 2010 Major Capital Projects**

By Scott Hargrove, Acting Director of IT & Support Services  
Meeting of January 27, 2010

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### **PURPOSE**

The purpose of this report is to identify the two major Information Technology (IT) capital purchases that are expected in 2010. These include the replacement of our Integrated Library System (ILS) server and the replacement of six of our network servers.

### **BACKGROUND**

**The ILS Server:** FVRL IT operations are centred on the ILS, a large server that supports all library operations. The server was last replaced in 2006 and will need to be replaced again by the last quarter of 2010. The cost, including mandatory consulting fees to the ILS software vendor to support the data migration, is expected to approach \$100,000, most of which would be drawn down from the Automation System Reserve. The renewal project also will consolidate the ILS data storage with FVRL's Storage Area Network (SAN) infrastructure.

**The Network Servers:** Six network servers supporting a variety of services, including public Internet access, printing, the website and the Intranet, also will need to be replaced this year. As with the server replacements in 2009, these servers are expected to be replaced with two or three high-end servers in accordance with FVRL's ongoing strategy to implement virtualized servers. The capital cost is expected to be approximately \$60,000 - \$70,000, which also would be drawn down from the Automation System Reserve.

**Costs:** These costs are estimates only, based on "ballpark" quotes from our vendors. Formal quotes will be obtained closer to the implementation time frame for each project.

### **CURRENT STATUS**

Both these projects are in the planning phase. The ILS server replacement is expected to take place in late Q3 or early Q4 this year, while the network server replacement is planned for Q2 or early Q3.

### **CONCLUSION**

This report is provided as information for planning purposes only. No decision is required at this time. As the projects enter implantation phase according to the timelines above, formal requests for drawdowns from the Automation System Reserve will be made.

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**FRASER VALLEY REGIONAL LIBRARY**  
**LIBRARY USAGE DURING DECEMBER 2009**  
Open Days: 2009 21-27 days / 2008 20-29 days

MEMBER	LIBRARY by Library	CIRCULATION				CUSTOMER VISITS			HOLDS			
		Checkouts & Renewals	website Renewals	Total	2009 vs 2008	in Library	Total	2009 vs 2008	in Library	website	Total	2009 vs 2008
City of Abbotsford	Clearbrook	73,156	13,185		8.7%	25,637		12.8%	1,648	13,025		10.4%
	MSA Centennial	16,146	2,910	106,662	2.9%	8,450	34,869	22.8%	549	2,875	18,319	3.7%
	Mt. Lehman	1,071	193		10.0%	782		0.8%	31	191		-3.8%
City of Chilliwack	Chilliwack	48,189	8,685	61,809	-0.9%	22,459	24,271	3.9%	1,300	8,580	10,774	-0.2%
	Yarrow	4,181	754		20.6%	1,812		2.0%	150	744		11.4%
City of Langley	Langley City	19,826	3,573	23,399	-5.5%	20,069	20,069	23.2%	834	3,530	4,364	-1.8%
City of Port Coquitlam	Terry Fox	26,902	4,849	31,751	-0.4%	11,134	11,134	10.9%	909	4,790	5,699	4.2%
City of White Rock	White Rock	17,292	3,117	20,409	5.2%	9,866	9,866	11.0%	732	3,079	3,811	1.5%
Delta	George Mackie	24,970	4,501		11.8%	13,653		19.4%	823	4,446		12.4%
	Ladner Pioneer	16,709	3,012	69,720	3.5%	12,656	39,968	-2.7%	607	2,975	12,845	-0.4%
	Tsawwassen	17,394	3,135		1.0%	13,659		28.8%	897	3,097		6.8%
Hope	Hope	6,356	1,146	7,502	26.7%	4,685	4,685	-1.2%	605	1,132	1,737	51.6%
Kent	Agassiz	6,087	1,097	7,184	7.0%	7,352	7,352	41.8%	440	1,084	1,524	12.1%
Langley Township	Aldergrove	10,190	1,837		4.8%	5,628		-10.1%	578	1,814		9.4%
	Brookwood	4,778	861		10.8%	5,298		39.9%	279	851		17.7%
	Fort Langley	3,052	550	71,269	35.7%	2,288	37,431	47.6%	116	543	13,406	40.4%
	Murrayville	11,581	2,087		66.6%	5,456		56.1%	426	2,062		64.0%
	Walnut Grove	16,958	3,056		10.3%	12,078		-2.5%	779	3,019		5.5%
	Muriel Arnason	13,826	2,492		12.4%	6,683		10.6%	477	2,462		11.9%
Maple Ridge	Maple Ridge	33,461	6,031	39,492	-0.9%	27,270	27,270	3.9%	1,687	5,958	7,645	9.3%
Mission	Mission	23,204	4,182	27,386	5.3%	17,060	17,060	3.3%	947	4,131	5,078	10.9%
Pitt Meadows	Pitt Meadows	10,044	1,810	11,854	18.2%	5,532	5,532	18.0%	505	1,788	2,293	15.4%
Fraser Valley	Boston Bar	878	158	1,980	51.6%	231	516	0.0%	181	156	577	75.3%
Regional District	Yale	800	144		62.5%	285		16.3%	97	142		74.5%
Outreach	Audio Books	2,028	366	5,544	-22.2%		0		83	361	1,235	-21.2%
	Home Delivery	2,669	481		10.9%				316	475		10.9%
Administrative Centre		1,958	353	2,311	34.4%		0		1,118	349	1,467	2.1%
		413,706	74,565	488,271		240,023			17,114	73,659	90,773	

**FRASER VALLEY REGIONAL LIBRARY**  
**LIBRARY ACTIVITY SUMMARY REPORT FOR THE MONTH OF DECEMBER 2009**

	MONTHLY			YEAR TO DATE		
	2009	2008	% Change	2009	2008	% Change
CIRCULATION	488,271	460,539	6.0%	6,971,618	6,407,336	8.8%
HOLDS	90,773	83,693	8.5%	1,278,618	1,166,213	9.6%
PROGRAMS	342	311	10.0%	5,851	5,766	1.5%
PROGRAM ATTENDANCE	7,232	7,843	-7.8%	174,514	190,521	-8.4%
REFERENCE QUESTIONS	19,141	16,977	12.7%	297,292	248,650	19.6%
CUSTOMER VISITS	240,023	215,413	11.4%	3,410,174	3,284,719	3.8%
PUBLIC WEB HITS *	515,141	469,269	9.8%	6,782,176	7,386,856	-8.2%
NETLIBRARY	294	522	-43.7%	4,113	4,192	-1.9%

\* Year to date total not accurate due to website change in March 2009

**LIBRARIES WITH SELF SERVE CHECKOUTS**

BRANCHES	MONTHLY			YEAR TO DATE		
	2009 Self-Serve	2009 Circulation	% of Circ.	2009 Self-Serve	2009 Circulation	% of Circ.
Aldergrove	3,367	10,190	33.0%	49,403	143,984	34.3%
Chilliwack	17,476	48,189	36.3%	237,088	693,365	34.2%
Clearbrook	20,281	73,156	27.7%	263,417	1,009,395	26.1%
Ladner Pioneer	7,744	16,709	46.3%	113,988	245,796	46.4%
Langley City	10,525	19,826	53.1%	152,166	290,304	52.4%
Maple Ridge	22,053	33,461	65.9%	335,632	504,305	66.6%
Murrayville	6,448	11,581	55.7%	94,548	165,206	57.2%
George Mackie	13,319	24,970	53.3%	87,023	226,620	38.4%
Port Coquitlam	3,746	26,902	13.9%	50,945	329,544	15.5%
Tsawwassen	7,764	17,394	44.6%	103,280	252,021	41.0%
Walnut Grove	7,044	16,958	41.5%	106,546	258,471	41.2%
White Rock	10,247	17,292	59.3%	131,317	224,350	58.5%
Muriel Arnason	6,966	13,826	50.4%	96,729	194,279	49.8%

**LIBRARIES WITH SELF SERVE CHECK-INS**

BRANCHES	MONTHLY			YEAR TO DATE		
	2009 Self-Serve	2009 All checkins	% of Checkins	2009 Self-Serve	2009 All Checkins	% of Checkins
Maple Ridge	18,132	32,929	55.1%	255,189	465,525	54.8%

## Abbotsford Libraries – December 2009

By Hilary Russell Library Manager – Abbotsford  
Meeting of January 27, 2009

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### LIBRARY CHANGES

- **Clearbrook Library Reference Project:** Planned for 2009, the Information Department has been weeding the large reference collection in order to make items more accessible. December's annual slow-down in circulation allowed staff to get through the collection by the end of the year.
- **Updates for MSA Centennial Library:** We have been working with the City of Abbotsford in 2009 to update the 1967 building. In December a new air exchange system improved air quality, the Storytime room was painted a cheery yellow, new hold shelves at the front desk decrease strain injuries for staff and increase compliments from customers, new paperback holders define the Young Adult area, the new roof is now complete, and a plaque was put up to honour a long-time library donor.

### LIBRARY EVENTS

- **Stay at Home and Read a Book:** The Friends of the Abbotsford Libraries Book Gala fundraising event wrapped up at the end of November. Our final count in December showed that slightly more than \$2,000 was raised for library collections and equipment. The Abbotsford News donated advertising for the event and expressed an interest to our Friends to continue to be involved in library events.

### PARTNERSHIPS AND COLLABORATIONS

- **UBC School of Library and Archival Studies (SLAIS) Practicum Student:** FVRL collaborated with the UBC School in early December when Clearbrook staff hosted a practicum student. Her time was spent mainly at the Clearbrook Library but she also had a chance to learn about different areas in the FVRL Administration Centre. SLAIS is an important source of new librarians for FVRL.
- **Safe Harbour Program:** The Abbotsford Libraries joined the City of Abbotsford in its commitment to respect diversity and equality and assist anyone who has suffered discrimination.
- **Donation to Ministry of Child and Family Development Youth Team:** The team assists young people age 16 and up who cannot live at home. The Abbotsford Libraries were able to add a paperback book to the Christmas backpacks of 47 youth. We feel that this is an ideal way to remind young people of the joy that reading brings and the importance of literacy.

### IMPACT OF YOUR LIBRARY IN THE COMMUNITY

- **Opportunity Knocks at the Library:** An Abbotsford family was among ten finalists for the *Munsch at Home* contest sponsored by the ABC Canada Literacy Foundation after they saw the poster at the Clearbrook Library. Participants submitted stories which children's author Robert Munsch judged. The ten finalists' stories are posted online at [abc-canada.org/munschcontestfinalists](http://abc-canada.org/munschcontestfinalists).
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## **AGASSIZ LIBRARY – December 2009**

By Nicole Glentworth, Library Manager—Upper Fraser Valley  
Meeting of January 27, 2010

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### **LIBRARY EVENTS**

- As a result of Christmas Cheer week the number of customer visits increased by over 40% in December 2009 compared to 2008. This new event saw several customers coming to the library to enjoy the live music, refreshments and social gatherings.

### **PARTNERSHIPS AND COLLABORATIONS**

- **Fraser Cascade Literacy Task Initiative (FCLTI):** The Agassiz Library works closely with the FCLTI to coordinate the events leading up to and following Storytime in the Park. In 2009 a story writing competition was held and the winning entries were published, catalogued and will become part of the collection of the libraries in the Upper Fraser Valley. The first of these works was published in December and the winners were presented with copies of their work. The entries varied from children as young as 6 to families submitting a group story.

### **IMPACT OF AGASSIZ LIBRARY IN THE COMMUNITY**

- Through author readings the library brings another dimension of reading to the community. The community appreciates when authors return to their roots and share their inspirations with others in the community and encourage them to follow their dreams.
- Local potter Henny De Jong exhibited some of his unique handmade pieces in the library. This created an opportunity for locals to see the talents of one of the local residents and inspires other artists in the area to show their works in a secure environment.

## **CHILLIWACK LIBRARY – December 2009**

By Nicole Glentworth, Library Manager—Upper Fraser Valley  
Meeting of January 27, 2010

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### **LIBRARY CHANGES**

- New shelving now displays the Large Print section more effectively, thereby allowing easier access to the customers who frequently use this collection. Because of the nature of this collection, it is imperative that the display is free from clutter to enable customers to browse the collection.
- CD audiobooks and newspaper back files have been relocated in an attempt to declutter the area and allow for more effective monitoring of the use of these materials.
- The City of Chilliwack is working closely with the library to develop a new counting mechanism to be installed at the bookdrop to monitor its use. The first protocol has been mounted and modifications are being made to ensure that the statistics gathered are correct and reflect the high usage of the bookdrop throughout any entire day.
- There was a significant increase in programs offered in December 2009 when compared to 2008. This correlated directly to an increase of over 65% in program attendance.

### **LIBRARY EVENTS**

- Library staff organized another Christmas tea for the Friends of the Library group to show appreciation for all the work group members did in 2009. This gave staff the opportunity to express their gratitude individually for the Friends' dedication and to develop stronger relationships with them. Santa presented gifts and spent time with the Friends, reading them a Christmas story which they appreciated and thoroughly enjoyed.

### **PARTNERSHIPS AND COLLABORATIONS**

- Chilliwack Learning Communities Society partnership provides weekly English language Conversation Circles and uses the library as a venue because of its location and accessibility. This provides an opportunity for new residents to be exposed to the library, the collection, and the programs offered to them and their families. One of the first meetings of 2010 will have members from Agassiz and Hope in attendance to discuss how the program will be delivered for the new year.
- ChillNet Partnership (FVRL and School District #33) provides CAP Internet training and computer labs to the Chilliwack area. New funding was received for the first quarter of 2010, making it possible to continue service because the contract could be extended without rehiring for the position. The library's hours of operation played a crucial role in the partnership qualifying for the funding for 2010.

### **IMPACT OF CHILLIWACK LIBRARY IN THE COMMUNITY**

- Three visits to the library by a local First Nations school, Chilliwack Landing School, took place with 51 children in attendance ranging from pre-school to kindergarten. The library will use this as an opportunity to strengthen the relationship by visiting the school to identify how it can be supported by the library.
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## **DELTA LIBRARIES – December 2009**

**By Frances Thomson, Acting Library Manager – Delta  
Meeting of January 27, 2010**

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### **COMMUNITY CHANGES**

- Sandra Gebhardt, Executive Director of the Boys and Girls Club Community Services of Delta/Richmond (BGCCS), retired, and Steve Cardwell, Superintendent of Delta School District No. 37, resigned to take a position at the Vancouver School District. This will be an opportunity to reaffirm the library's partnerships with these important community organizations.

### **LIBRARY EVENTS**

- Pizza and Games night continues to be popular with Ladner teens. Host presenter David Strutt, a Ladner resident who works at Imperial Hobbies from where FVRL orders our graphic novels. David is a strong supporter of the library and hosting this program is his way of giving back to his community and FVRL.

### **PARTNERSHIPS AND COLLABORATIONS**

- The Tsawwassen Library's partnership with KinVillage Community Centre for seniors, continued, with a travel presentation by library staff at the centre.
- The George Mackie Library was pleased to be invited, along with representatives from the Corporation of Delta, Delta Police, BGCCS, Deltassist and other community organizations, to Seaquam Secondary School's Graduation Celebration day. In an interview format, each Grade 12 student presented his/her Graduation Transitions and supporting evidence binders to pairs of community members. The students' range of school and community volunteer experience and plans for the future was impressive. The event also provided the community members an opportunity to connect with each other during lunch prepared by the Cook Training students.

### **IMPACT OF DELTA LIBRARIES IN THE COMMUNITY**

- Many adults visit the libraries daily to read newspapers and magazines, use the Internet and/or to borrow materials and enjoy other library programs and services. Those without families in the area used the library as a social outlet during the holiday season. This was heightened with performances by the Delta Youth Orchestra at the Tsawwassen and Ladner Pioneer libraries. The orchestra appreciates the opportunity to perform in a public setting.
- Overheard at the Customer Service desk at George Mackie Library from a young woman in her late teens or early 20s: "Sweet! I just got myself a library card!"

## **HOPE LIBRARY – December 2009**

By Nicole Glentworth, Library Manager—Upper Fraser Valley  
Meeting of January 27, 2010

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### **LIBRARY EVENTS**

- Hope saw an increase of over 30% in the number of items circulated in December 2009 compared to December 2008 due to a revamped collection and better displays of new items received.

### **PARTNERSHIPS AND COLLABORATIONS**

- Working in partnership with the Fraser Cascade Literacy Task Initiative, the first group of winners from the story writing competition had their stories published and FVRL received recognition for their involvement in each of these books. The entries varied from children as young as 6 to families submitting a group story. The books will be launched officially at a library event in January 2010.

### **IMPACT OF HOPE LIBRARY IN THE COMMUNITY**

- Building on the success of the event last year, the Hope and District Arts Council partnered again with the library to host the Santa letter writing workshop for the children of Hope. Santa arrived with bells on and took time to interact with the children and instill Christmas cheer.

## **CITY OF LANGLEY – December 2009**

By Pat Dawson, Library Manager – City of Langley  
Meeting of January 27, 2009

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### **COMMUNITY CHANGES**

- The Salvation Army Gateway of Hope is now open. The state-of-the-art facility provides emergency and transitional beds, as well as counseling and vocational programs. Because the library is frequently a comfortable gathering place for those who are homeless, staff now has a very visible community partner and can provide referral information for those in need.

### **LIBRARY EVENTS**

- Over 20% more people visited the library in December 2009 than in December 2008.
- The library wrapped up its *U-Pick Book Farm* read-and-review program with a grand prize draw. **Mrs. Reinhart**, an avid library supporter, was the winner of a gift basket full of delicious treats from the program's sponsor, **Krause Berry Farms** in Langley. Our first foray into presenting an interactive adult reading program drew a lot of attention from our customers.

### **IMPACT OF CITY OF LANGLEY LIBRARY IN THE COMMUNITY**

- The 2009 Wrap-a-Read program was a great success. Staff from all of the Langley libraries participated in the Christmas Bureau book distribution alongside Langley Literacy Association members and community volunteers. Over 1500 children received 1922 books at this year's event. For the second year in a row, the recipients included Karen refugee children whose families have settled in the Langley area.

## Township of Langley Libraries – December 2009

By David Thiessen, Library Manager—Township of Langley & White Rock  
Meeting of January 27, 2010

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### LIBRARY CHANGES

- An interior book drop is being installed in the Walnut Grove Library in the main service desk. Prior to this residents only had access to an exterior book drop.
- Additional shelving at the Walnut Grove library is being added to assist with increasing demand for more materials.

### LIBRARY EVENTS

- On December 10 the library celebrated International Human Rights Day, **Councillors Grant Ward and Mel Kositsky**, Kwantlen First Nations' **elder Cheryl Gabrie**, along with close to a hundred residents, gathered at the Township of Langley civic facility to commemorate the 61<sup>st</sup> anniversary of the adoption of the UN Declaration of Human Rights. Councillor Ward opened the program by explaining the importance of Human Rights Day.
- **StrongStart Visits:** Township of Langley Libraries initiated several across-the-region Strong Start visits to TOL libraries. The intent is to do this on an ongoing basis in order to create a greater synergy between the Provincial StrongStart program and Township Libraries, as well as a greater appreciation for what our public libraries offer to parents with pre-schoolers.
- **Christmas and Seasonal Events:** Numerous Christmas and Seasonal events were held in all libraries. A variety of *Trim the Tree* and Christmas Storytimes attracted more than 300 Township children and parents.
- **Year End Library Circulation:** Circulation of materials in 2009, averaged throughout the Township, was up 16% from 2008. The most significant increase was in Ft Langley (almost 30%), but Muriel Arnason (20.8%) and Murrayville (17.3%) also saw significant growth.

### PARTNERSHIPS AND COLLABORATIONS

- **Langley Community Services Society:** Several meetings were held in December with the Langley Community Services Society in order to help them ascertain the need for a Community Services Punjabi worker, and how that worker could be best utilized by both Community Services and the library in a variety of partnership programs.
- **Wrap-A-Read Christmas Bureau Program:** Township and City of Langley library staff annually assist the Langley Literacy Association in acquiring new children's books from funds raised. This year again age-appropriate titles were purchased for distribution to children of families registered with the Langley Christmas Bureau.

### IMPACT OF TOWNSHIP OF LANGLEY LIBRARIES IN THE COMMUNITY

- A recent advertisement for a new condominium complex in Murrayville highlighted the Murrayville Library as a reason to buy one of these units.

## Maple Ridge Public Library

Caro O’Kennedy, Library Manager—Maple Ridge  
Meeting of January 27, 2010

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### LIBRARY CHANGES

- New study carrels were installed in the Silent Study room. There is more room for the customers to spread out their material and the 8-inch barrier between carrels has improved sight lines.
- New and old toys were introduced to the Children’s reading area. The toys and puppets were removed during the H1N1 epidemic last November. There is a visible increase in the number of customers lingering and reading in this area.

### LIBRARY EVENTS

- Our annual evening Childrens’ Christmas Storytime was well attended and participants enjoyed festive stories, carols and a puppet show.
- The Christmas for Grown-ups was collaboration between library staff and members of the community. Most noticeable were the Silvertones Senior Choir who led the singing, Jordan West who read *How the Grinch Stole Christmas*, Babs McLaren who read *A Cobweb Christmas* and Alan Woodland who read excerpts from *A Child’s Christmas in Wales*.

### PARTNERSHIPS AND COLLABORATIONS

- Staff introduced hundreds of children to the 2010 Reading Link Challenge books. School District # 42 staff is working with us to encourage children to read and participate.
- School District #42 elected to celebrate its annual Bookfest Trivia wind-up in the library. Numerous classes attended and the library was a hive of activity.

### IMPACT OF THE LIBRARY IN THE COMMUNITY

- Supervisors prepared a light lunch in early December and staff bought their lunch that day to raise funds for the Food Bank. Our donation to the Food Bank totaled \$170 to assist in their effort to ensure that no one in our community goes hungry.

## **MISSION LIBRARY – December 2009**

By Teresa MacLeod, Library Manager – District of Mission  
Meeting of January 27, 2010

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### **LIBRARY CHANGES**

- A new display area has been allocated to highlight our World Languages collections. Accompanying materials that focus on community services provide improved resources for both new immigrants and others using this collection.
- District of Mission Council approved an increase to Library Meeting Room fees. Fees had remained unchanged for many years. The new charge is \$25 and the fee for our seminar room remained at \$10.

### **COMMUNITY EVENTS**

- Mission Library was part of the *Cookie Festival* organized by the Downtown Business Association. The library is located in the downtown core area and this fun-filled event was a way to strengthen ties to the many businesses in town as well as to attract new customers.

### **PARTNERSHIPS AND COLLABORATIONS**

- The Mission Literacy BUS (Building United Services) is on the road after much work by Mission Literacy in Motion and the help of many community agencies, including the library. Mission's Library Manager assisted in interviewing for the bus driver position and the first official event was the Christmas Parade, followed by visits to the Deroche Strong Start. The library is planning to provide programming and outreach service on the Literacy Bus.
- The library has partnered for 6 months with a very successful Mother Goose program, aimed at parents and babies, to enhance early literacy skills. Feedback from participants indicates there is more ease using our services now that the program is held in the library.

### **IMPACT OF MISSION LIBRARY IN THE COMMUNITY**

- Information Staff initiated visits to three elementary and secondary schools to highlight FVRL electronic databases. Teachers were impressed with the variety of resources which support students' work and that are available free with a FVRL library card. Staff will be extending this project to other schools in 2010.

## **Pitt Meadows Public Library**

**By Caro O’Kennedy, Library Manager—Pitt Meadows  
Meeting of January 27, 2010**

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### **LIBRARY CHANGES**

- The City of Pitt Meadows created a temporary loading bay in front of the library to alleviate the parking problems for deliveries.
- A gravel pathway has been laid between the library and the staff parking area to improve staff access.
- The parking lot adjacent to the library has been closed several times over the last month to facilitate concrete pouring on the construction site.

### **COMMUNITY CHANGES**

- The City of Pitt Meadows has now given official notice to FVRL about the expansion of library services in Pitt Meadows. The City has signed a lease for approximately 12,000 square feet space to house the library. The facility is expected to be open to the public in early July 2011.

### **LIBRARY EVENTS**

- The Christmas Children’s Storytime included a craft making session this year. Each child created a tree decoration to take home after the event.

### **PARTNERSHIPS AND COLLABORATIONS**

- A staff member presented an information seminar to the grade 11 – 12 Social Justice Class at Westview Secondary. The program dealt with the many different aspects of Literacy in today’s society.
- Maple Ridge Information Staff introduced hundreds of children to the **2010 Reading Link Challenge** books. **School District #42** staff is working with us to encourage children to read and participate.
- **School District #42** elected to celebrate its annual Bookfest Trivia wind-up in the Maple Ridge Public Library. Numerous classes attended, including schools from Pitt Meadows.

## **TERRY FOX LIBRARY – December 2009**

By Pat Dawson, Library Manager – Port Coquitlam  
Meeting of January 27, 2010

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### **LIBRARY EVENTS**

- Almost 11% more people visited the library in December 2009 than in December 2008.
- Our Family Christmas Special has become a holiday tradition for many Port Coquitlam families as 70 children and parents attended the annual Storytime and tree decorating evening. No doubt with Port Coquitlam's successful Spirit Week in mind, one boy made Olympic rings to hang on the tree!

### **COMMUNITY EVENTS**

- The library storytellers and puppeteers joined community organizations such as Port Coquitlam's Business Improvement Association and City staff to present *Christmas in Leigh Square*, an afternoon of storytelling, caroling, crafts, hot chocolate and Christmas lights.

### **PARTNERSHIPS AND COLLABORATIONS**

- Library staff approached our local school administration and RCMP to assist with correcting the increasingly inappropriate behaviour of a group of young teens. At a meeting facilitated by the RCMP, the boys with their parents and library staff agreed on what is acceptable conduct in the library and set out consequences for misbehaviour. The outcome so far has been successful.

### **IMPACT OF TERRY FOX LIBRARY IN THE COMMUNITY**

- Library staff was invited to the end-of-year celebration held by the Coquitlam School District's Continuing Education Adult Basic Education class that meets in the library. We heard the stories of students who are working hard to improve their language skills and who appreciate their immediate access to the library.

## White Rock Library – December 2009

By David Thiessen, Library Manager – Township of Langley and White Rock  
Meeting of January 27, 2010

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### LIBRARY CHANGES

- To alleviate some of the significant parking challenges in front of the library, the City of White Rock has dedicated eight 2-hour maximum parking stalls in front of the library.
- A large Friends of the Library “bookstore” sign was unveiled in December. The sale of the discarded (and often donated) items via this “bookstore” generates close to \$500 of revenue for the library each month.

### LIBRARY EVENTS

- **Christmas Craft Programs:** The library held a variety of Christmas craft programs this year, all geared toward family participation. Entire families gathered around the tables on three separate occasions throughout the month to create memories, paper poinsettias, aromatic paper gingerbread men sprinkled with cinnamon, and angels for their tree. The family focus—as opposed to only children—generated a great many positive comments and will be continued next year.
- **Friends of the White Rock Library Festival of Mini Trees:** On December 19 the library and the White Rock Friends of the Library jointly held a Christmas fundraiser. Twenty-four mini-trees donated and decorated by members of the public, that had been on display around the Library for 3 weeks prior to the event, were put up for silent auction. Included in the auction was a lovely tree from Mayor Catherine Ferguson.
- **Year End Library Statistics:** Circulation of materials in 2009 was up 10% from 2008, while the number of visits was up by 5.6%.

### IMPACT OF WHITE ROCK LIBRARY IN THE COMMUNITY

- The impact of the library in the community continues to grow. Not only is usage up 10% over last year, but a recently released Ipsos Reid survey revealed that 84% of White Rock residents are either very satisfied or satisfied with the library. In fact, 61% were “very satisfied” – the highest satisfaction rating of all White Rock City services.

## YALE AND BOSTON BAR LIBRARIES – December 2009

By Nicole Glentworth, Library Manager—Upper Fraser Valley  
Meeting of January 27, 2010

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### LIBRARY EVENTS

- As the growing population in Yale and Boston Bar prepared for the holiday and winter season, December saw dramatic increases in the number of items circulated—in increase of over 65% in Yale and over 55% in Boston Bar.
- For 2009, when compared to 2008, there were increases across the board for both libraries. Circulation increased by over 60% in Yale and over 50% in Boston Bar. The number of items placed on hold increased by nearly 75% in Yale and Boston Bar. For December 2009, holds increased in Yale by 90% when compared to December 2008 and, for the same time period, Boston Bar saw an increase of almost 100%. These figures show there are more and more avid readers in the community using their library.

### COMMUNITY EVENTS

- A Christmas carol sing-a-long and service took place at historic St. John the Divine Church, bringing the small community together for the holiday season. It was followed by a potluck supper at the Yale School, which is the community's most suitable venue for such an event after the facility's recent upgrades.
- The Boston Bar School Christmas Concert and supper took place while the library was open and, as a result, more members of the community visited the library, which is an integral part of this area.

### PARTNERSHIPS & COLLABORATIONS

- **Fraser Cascade Literacy Task Initiative (FCLTI):** The Yale and Boston Bar libraries worked with the FCLTI to coordinate the events leading up to and following Storytime in the Park. In 2009 a story writing competition was held and the winning entries were published, catalogued and will become part of the collection of the libraries in the Upper Fraser Valley. The first of these works were published in December. The entries varied from children as young as 6 to families submitting a group story.

## **YARROW LIBRARY – December 2009**

By Nicole Glentworth, Library Manager—Upper Fraser Valley  
Meeting of January 27, 2010

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### **LIBRARY EVENTS**

- The Yarrow Library experienced an increase of over 55% in program attendance in December 2009 compared to December 2008. This is due to the growing population, more focused programs, and more effective promotion of these programs in the community.

### **COMMUNITY EVENTS**

- The increased use of the Yarrow Community Hall for community events during the early part of December had a direct impact on the library usage on Saturdays as more and more customers were browsing before or after the events.

### **PARTNERSHIPS AND COLLABORATIONS**

- FVRL and Yarrow Library accept work experience students from the Chilliwack School District. Yarrow hosted a student during the early part of December. The Yarrow Library provides a great work experience location and setting to learn the functionality of a small library within a regional system. The student was amazed how busy the Yarrow Library was and thoroughly enjoyed her experience as she learned about a possible career path for her future.

### **IMPACT OF YARROW LIBRARY IN THE COMMUNITY**

- Library staff received positive feedback and insights from the Babytime evaluation forms, proving that the programs have made a difference in the lives of parents.
- Teachers of the local school appreciate the opportunity to bring their students to the Yarrow Library for stories, songs and puppet shows. Staff received a giant poster thank you card from students, expressing their enjoyment in the program they attended at the Yarrow Library in December and what each student remembered about their visit.
- There have been increasing requests from several teachers from the local school for library visits as the close proximity of the library to the school allows the students to easily walk over for library programs.



Administrative Centre | 34589 Delair Road | Abbotsford, BC | V2S 5Y1  
Tel: 604-859-7141 | Toll-free: 1-888-668-4141 | Fax: 604-852-5701

January 11, 2010

Chief Administrator Officer  
City/District  
Address  
City/Province/Postal Code

Dear [Name of CAO]:

On December 16, 2009 the Board of Fraser Valley Regional Library ratified a Memorandum of Agreement with CUPE 1698 Negotiations Committee to settle the terms and conditions of the 2009 - 2011 Collective Agreement.

This was the culmination of particularly cordial negotiations that were conducted in just five sessions. The union representatives, upon agreeing to the terms outlined in the Memorandum of Agreement, stated that they did so "in recognition of the fact that we are in financial hardship right now."

FVRL and CUPE Local 1698 agreed to a three year term, from January 1, 2009 through to December 31, 2011, with wage increases of 3% effective January 1 of each year. Changes from the job evaluation process conducted over the past several years were incorporated in the agreement and, even though the financial impact is minimal, the changes will be phased in over the three years of the contract. Other refinements of the agreement were nominal or simply housekeeping matters.

We sincerely appreciate the positive relationship between CUPE Local 1698 and FVRL as well as the team-spirited negotiations that led to this settlement.

Yours truly,

A handwritten signature in black ink that reads "Rob O'Brennan". The signature is written in a cursive, flowing style.

Rob O'Brennan  
Chief Executive Officer



Read. Learn. Play. | www.fvrl.ca

**MEMO OF UNDERSTANDING RECOGNIZING RECIPROCAL BORROWING  
BETWEEN THE WHATCOM COUNTY RURAL LIBRARY DISTRICT  
AND FRASER VALLEY REGIONAL LIBRARY**

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**WHEREAS**, A RECIPROCAL BORROWING AGREEMENT HAS EXISTED BETWEEN THE Whatcom County Rural Library District and the Fraser Valley Regional Library since approximately 1980; and

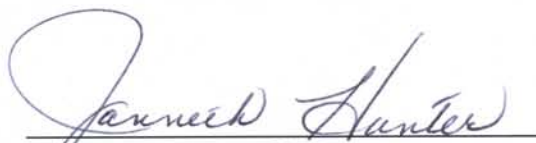
**WHEREAS**, THIS ONGOING RELATIONSHIP SERVES TO BENEFIT BOTH THE RESIDENTS OF THE Whatcom County Rural Library District and the Fraser Valley Regional Library,

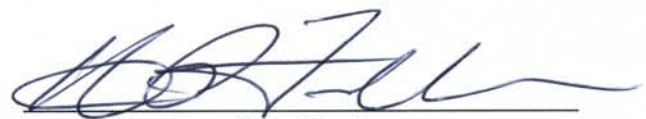
**NOW THEREFORE, BE IT AGREED**, that the Board of Trustees of the Whatcom County Rural Library District continues to extend borrowing privileges to residents of the region served by the Fraser Valley Regional Library at no charge to said residents , and

**BE IT ALSO AGREED**, that the Board of Trustees of the Fraser Valley Regional Library continues to extend borrowing privileges to residents of the region served by the Whatcom County Rural Library District at no charge to said residents.

Approved by the Whatcom County Rural Library District Board of Trustees this 15<sup>th</sup> day of December 2009.

Approved by the Fraser Valley Regional Library Board of Trustees this 18 day of December 2009.

  
\_\_\_\_\_  
Janneth Hunter, Chair  
Whatcom County Rural Library District  
Board of Trustees

  
\_\_\_\_\_  
Peter Fassbender, Chair  
Fraser Valley Regional Library  
Board of Trustees



Human Resources and Corporate Planning

January 12, 2010

Mary O'Callaghan  
Director of Corporate Services  
Fraser Valley Regional Library  
24589 Delair Road  
Abbotsford BC V2S 5Y1

Dear Mary O'Callaghan:

**Subject: Household Battery Drop-Off Program at Delta Libraries**

At the January 11, 2010 Regular Meeting, Delta Council approved the implementation of a drop-off program for household batteries at Municipal Hall and Delta Recreation Centres. This is part of an ongoing initiative to divert batteries and other household hazardous wastes from disposal in landfill sites.

In order to make the program even more convenient for Delta residents, Council requested that drop-off containers be provided at Delta's libraries, subject to approval from the Fraser Valley Regional Library. Delta would be responsible for the management and full costs of the program. Delta is proposing to expand its existing in-house battery recycling program which is managed by Nu-Life Recycling. Nu-Life will deliver the specially designed containers to each library, pick up full containers and transport the batteries to the recycling plant. A 20 litre container typically holds 800 AA batteries and, depending on usage, pick-up will probably be on a quarterly basis.

I appreciate your consideration of this request. If you have any questions, please contact me at 604-946-3218.

Yours truly,

Sean McGill  
Director, Human Resources & Corporate Planning

CC: George V. Harvie, CAO  
S. Lan, Deputy Director of Engineering



The Corporation of Delta  
4500 Clarence Taylor Crescent  
Delta, BC V4K 3E2  
604.946.4141

[www.corp.delta.bc.ca](http://www.corp.delta.bc.ca)



## City of Pitt Meadows

January 6<sup>th</sup>, 2009

Fraser Valley Regional Library  
34589 Delair Road  
Abbotsford, BC  
V2S 5Y1

Attention: Rob O'Brennan, CEO

Dear Rob:

**Re: New Space - Pitt Meadows Library**

Please be advised that the City of Pitt Meadows has entered into an agreement to provide expanded space for the Pitt Meadows Library. The City has a signed Offer to Lease for approximately 12,000 square feet of space in the Solaris development at the corner of Ford Road and Harris Road in Pitt Meadows.

It is anticipated that the City will take over the space on approximately March 1<sup>st</sup> of 2011 and will complete fit up in order to open for the public in early July of 2011.

Please feel free to contact me should you have any questions.

Yours truly,

Dean Rear,  
Director of Finance

cc Caro O'Kennedy, Library Manager  
Deb Walters, Councilor (FVRL Liaison)

The Natural Place



January 12, 2010

File: 3360-20/R06-001  
3080-20/OCP09-06

Dear Property Owner/Occupant:

**Re: NOTICE OF PUBLIC HEARING  
Monday, January 25, 2010, at 7:00 p.m.  
Matsqui Centennial Auditorium  
Abbotsford City Hall, 32315 South Fraser Way, Abbotsford, B.C.**

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The City is required to notify the owners and occupiers of land within a 100 metre radius of property that is the subject of a Public Hearing. On the reverse side of this letter is a copy of a Public Hearing notice as it applies to you and your property.

Should you deem your interest in property to be affected, you are welcome to attend the Public Hearing and be heard. Submissions may be made verbally or in writing. If you are unable to attend the hearing, a written submission will be accepted up to and including the time of the hearing.

Yours truly,

Jay Teichroeb  
General Manager  
Economic Development & Planning Services

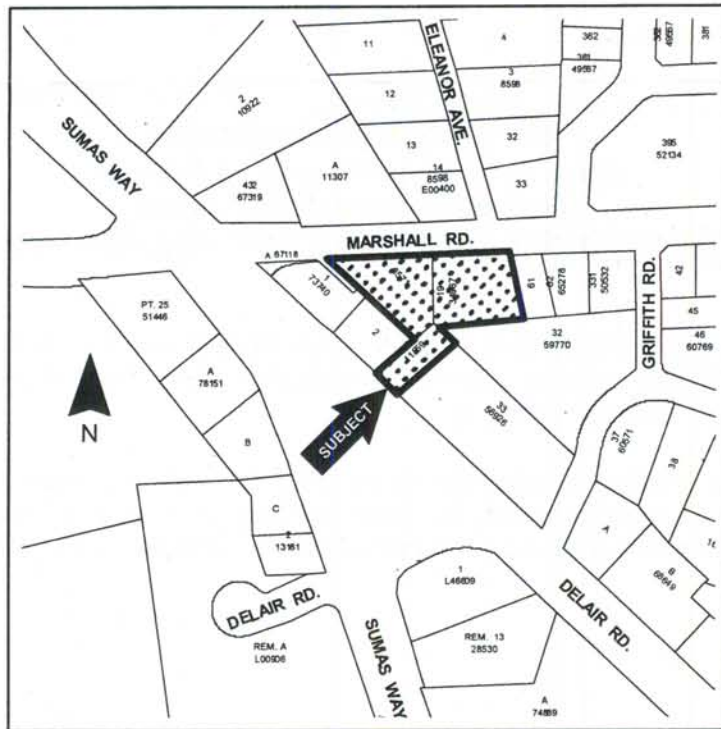
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NOTICE OF PUBLIC HEARING  
to consider amendments to  
Abbotsford Official Community Plan Bylaw, 2005; and  
Abbotsford Zoning Bylaw, 1996

File: 3360-20/R06-001 & 3080-20/OCP09-06

Abbotsford Council will hold a Public Hearing at 7:00 p.m. on January 25, 2010, in the Matsqui Centennial Auditorium, 32315 South Fraser Way, Abbotsford, B.C., under the provisions of the Local Government Act to consider the following bylaws. At the Public Hearing, all persons who believe their interest in property is affected by the proposed bylaws will be afforded a reasonable opportunity to be heard or to present written submissions respecting matters contained in the bylaws that are the subject of the hearing.

**ABBOTSFORD OFFICIAL COMMUNITY PLAN,  
AMENDMENT BYLAW NO. 1912-2009  
and  
ABBOTSFORD ZONING AMENDMENT BYLAW  
BYLAW NO. 1913-2009**



LOCATION:	34538 and 34582 Marshall Road and 34565 Delair Road
LEGAL:	Lot 1 Block 1 Section 14 Township 16 NWD Plan 8571, Lot 19 Section 14 Township 16 NWD Plan 34967, and Lot "A" Section 14 Township 16 NWD Plan 11559
CURRENT O.C.P. DESIGNATION:	Commercial and Urban Residential
PROPOSED O.C.P. DESIGNATION:	City Residential
CURRENT ZONING:	One Unit Suburban Residential Zone (RR4)
PROPOSED ZONING:	Low Rise Apartment Zone (RML)
PURPOSE:	If the O.C.P. amendment and Zoning Bylaw amendment are approved, the applicant proposes to develop an 86 unit apartment building consistent with the RML zone.

The above is a synopsis of the bylaws amending the Official Community Plan and Zoning Bylaw of the City of Abbotsford, and is not deemed to be an interpretation. A copy of each bylaw and relevant background documentation may be inspected in the Economic Development & Planning Services Department (Second Floor), Abbotsford City Hall, 32315 South Fraser Way, Abbotsford, B.C., on January 12, 13, 14, 15, 18, 19, 20, 21, 22, and 25, 2010, between 8:30 a.m. and 4:30 p.m.

Jay Teichroeb  
General Manager, Economic Development & Planning Services  
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## WEIGHTED VOTE FOR 2010 BUDGET

### 2010 BUDGET APPORTIONMENT FORMULA

FVRL MEMBER	POPULATION ESTIMATE	NUMBER OF WEIGHTED VOTES
Abbotsford, City of	133,813	133
Chilliwack, City of	77,642	77
Delta, Corporation of	100,187	100
Fraser Valley Regional District	14,396	14
Harrison Hot Springs, Village of	1,597	1
Hope, District of	6,193	6
Kent, District of	5,930	5
Langley, City of	25,352	25
Langley, Township of	101,868	101
Maple Ridge, District of	73,957	73
Metro Vancouver Electoral Area C (part)*	547	1
Mission, District of	36,684	36
Pitt Meadows, District of	17,656	17
Port Coquitlam, City of	55,588	55
White Rock, City of	18,820	18
<b>Total Service Area Population</b>	<b>670,230</b>	<b>662</b>

- ◆ Population figures used are the 2008 estimates provided by BC STATS, including persons living on Indian Reserves. If an annual estimate is not made by BC STATS, population is based on 2001 Census figures, indicated by an asterisk (\*).
- ◆ These also are the population figures used by the provincial government to calculate the 2005-2006 annual per capita operating grant from the Province to FVRL.
- ◆ Votes required for budget to pass: 334

### WHAT THE *LIBRARY ACT* SAYS ABOUT THE WEIGHTED VOTE

Excerpt from Bill 12, *Library Act*, Section 23 (1):

- On questions involving the expenditure of money,
- (a) each member of the Library Board has **one vote**, plus **one additional vote for each complete 1,000 after the first 1,000** of the population of the municipality represented by the member or of the electoral participating areas of the regional district represented by the member.
  - (b) a **majority** of weighted votes cast decides those questions, unless a proposal is adopted under subsection (2).



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Burnaby, B.C. V5G 4H7  
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Website: [www.bcpl.gov.bc.ca/interlink](http://www.bcpl.gov.bc.ca/interlink)

## *Joining Libraries Together*

*Bowen Island Public Library Association  
Burnaby Public Library  
Coquitlam Public Library  
Fraser Valley Regional Library  
Gibsons & District Public Library Association  
New Westminster Public Library  
North Vancouver City Library  
North Vancouver District Public Library*

*Pemberton & District Public Library Association  
Port Moody Public Library  
Richmond Public Library  
Sechelt Public Library Association  
Squamish Public Library Association  
Surrey Public Library  
Vancouver Public Library  
West Vancouver Memorial Library  
Whistler Public Library*

January 4, 2010

Mayor Peter Fassbender, Board Chair  
Fraser Valley Regional Library  
34589 Delair Road  
Abbotsford, B.C. V2S 5Y1

Dear Peter,

At its meeting on November 24<sup>th</sup>, 2009, the Public Library InterLINK Board passed the following motion:

"THAT InterLINK recommend to member library Boards that they consider appointing their trustee liaisons for a minimum of 2 years."

The rationale for this motion was that our InterLINK Board recognizes the advantages of continuity for the work of InterLINK. We thought it was important enough to request that member boards, while recognizing the autonomy of our eighteen member libraries, try to make continuity one of the major determinants when making your InterLINK appointments.

Over its 15 years of existence, and dating to its previous iteration as the Greater Vancouver Library Federation, Public Library InterLINK has been an important aspect of library service to millions of British Columbians. InterLINK member libraries have made a considerable investment in InterLINK, not only financially, but by participating in its development and governance. InterLINK has grown from a seven library group that delivered 70,000 items in a hatchback to the current service where our member libraries allow access to eighteen collections and almost five million items! These items are efficiently moved from Lillooet down Highway 99, through the Lower Mainland and out to the Fraser Valley. As we have grown, so has the complexity of ensuring our effective operation.

As InterLINK Board members, who are well aware of this complexity, we are united in our request to encourage our respective Boards to do what they can to ensure there is as much continuity as possible on the InterLINK Board. As InterLINK moves to implement the directions outlined in its recently approved strategic plan, having consistent representation on the InterLINK Board will help provide the guidance necessary to assure InterLINK's continued success.

If you have any questions about our request, or about any other InterLINK issues, please do not hesitate to contact Michael Burris, our Executive Director, at the InterLINK office.

On behalf of the current InterLINK board and staff, I'd like to wish everyone a very happy 2010.

Sincerely,

*Sharon S. Freeman*

Sharon Freeman  
Board Chair  
Public Library InterLINK

## **Nomination Rules for the Board of Directors**

*This guide is designed to assist trustees interested in seeking election or re-election to the Board of the British Columbia Library Trustees' Association. For specific details, please consult BCLTA's Constitution & Bylaws at [www.bclta.org/bylaws.html](http://www.bclta.org/bylaws.html).*

### ***Nominations by Mail, Email or Fax***

Nominations may be mailed, emailed or faxed to the BCLTA office in advance of the Annual General Meeting.

Candidates whose nomination forms are received in our office at least three weeks prior to the AGM will have the opportunity to have their background and biography posted to the website for the information and consideration of the BCLTA membership.

### ***Nominations from the Floor***

Nominations from the Floor are permitted from a member in good standing (nominations do not require a seconder); and must include the in-person or written consent of the person being nominated.

### ***Voting Procedure***

All votes are conducted by a secret ballot at the Annual General Meeting. In the event that only one nomination is received for a position, that individual shall be declared elected by acclamation.

Where voting is by ballot, Scrutineers will be appointed by the President. Scrutineers shall distribute the ballots, count the ballots and report the result of the election to the Chair of the Nominating Committee. The Chair of the Nominating Committee shall report the results of the elections to the members in attendance.

### ***Term of Office***

Trustees elected to the BCLTA Board typically hold office for a two-year term. Directors' terms may be for one year if they are filling a mid-term vacancy.

### ***Maximum Term of Office***

A President who has served for one two-year term is not eligible for re-election to that office in the year immediately after his or her term. Trustees may stand for and be elected to consecutive terms for all other director positions.

### ***When are Elections Held?***

Elections are held at the BCLTA Annual General Meeting each year. In 2010 the AGM will take place on the morning of Saturday, April 24<sup>th</sup> in conjunction with the BC Library Conference in Penticton (exact time and location to be determined). Candidates do not need to be present at the AGM to run for office.

### ***Opportunities to Address the Membership***

Nominations received up to three weeks before the AGM should include a short biography of the nominee - including the nominee's qualifications and interest in serving on the Board. This information will be posted on the BCLTA website. As well, nominees present at the AGM will be given two minutes to address the membership prior to the election. A candidate who is not present at the AGM may have a written statement presented to the membership in lieu of this verbal address.

If you have any questions or would like more information please contact the BCLTA office at:

Telephone: (604) 913-1424  
Fax: (604) 913-1413  
Email: [admin@bclta.org](mailto:admin@bclta.org)



## BCLTA Board of Directors Nomination Form

The elected positions on the BCLTA Board to be determined at the Annual General Meeting on April 24<sup>th</sup>, 2010 are:

- Directors (3)

### I wish to nominate:

Name: \_\_\_\_\_

From the Library Board of: \_\_\_\_\_

For the position of: \_\_\_\_\_ on the BCLTA Board.

### Nominated by:

Name: \_\_\_\_\_

Library Board: \_\_\_\_\_

### Consent of the Nominee must accompany the nomination.

Nominee Consent Signature: \_\_\_\_\_

Note: Nominations by mail, fax or email must be supported by the signature of one BCLTA member.

Nominations from the floor at the BCLTA AGM, from a member in good standing, are permitted and require the in-person or written consent of the nominee.

Nominations submitted before March 28<sup>th</sup> should include a short biography of the nominee - including the nominee's qualifications and interest in serving on the Board. This information will then be posted on the BCLTA website and publicized to all trustees in advance of the election on April 24<sup>th</sup>.

### Submit to BCLTA Nominating Committee via fax or mail

BC Library Trustees' Association  
PO Box 4334 Stn. Terminal Vancouver BC V6B 3Z7  
Tel: (604) 913 -1424 Fax: (604) 913 -1413  
www.bclta.org  
admin@bclta.org



## **Good News about HST Implications for FVRL**

**By Mary O'Callaghan, Director of Corporate Services**

Meeting of January 27, 2010

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### **BACKGROUND**

Effective July 1, 2010, the British Columbia government will eliminate its existing Provincial Sales Tax (PST) and introduce a Harmonized Sales Tax (HST) regime with the federal Goods and Services Tax (GST).

FVRL applied for and was determined to be a municipality for GST purposes by Canada Revenue Agency, effective 1991. This means that FVRL receives 100% rebates for GST paid. However, we do not receive any rebate on PST paid.

FVRL applied in 2004 to have each location designated as a small supplier division for GST purposes. This means that FVRL does not have to charge GST on photocopies, book bag sales, and the like. However, we do need to collect and remit PST on sales of book bags, teddy bears, coffee mugs, etc.

### **IMPLICATIONS OF THE TRANSITION TO HST ARE GOOD NEWS FOR FVRL**

#### **Goods and Services Purchased**

With the rollout of HST, the municipal rebate now will include a 75% rebate for the PST portion of the tax on goods and services purchased.

FVRL pays a considerable amount of PST on the purchase of items such as DVDs, Information Technology supplies and equipment, and office supplies.

Because we do not purchase many services, we anticipate that we actually will save money with HST. The 75% rebate will more than offset the new HST (provincial portion) charge on services.

#### **Goods Sold**

FVRL locations are designated as "eligible small supplier divisions" for purposes of GST. This also will apply to HST. Therefore, we no longer will charge HST on items sold in our libraries and so our cash registers will be reprogrammed to stop charging PST.

## **BUDGET SAVERS IMPLEMENTED IN 2009**

**By Mary O'Callaghan, Director of Corporate Services  
Meeting of January 27, 2010**

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### **BACKGROUND**

FVRL staff is always on the lookout for ways of doing things more effectively and more economically. Over the years we found cost savings and efficiencies such as the floating collection, converting most of the computers to Citrix, and group purchasing with InterLINK and other BC Libraries.

### **2009 BUDGET SAVERS**

Some of the efficiencies introduced in 2009 that reduced FVRL's budget were:

#### **Hybrid Trucks**

In April 2009 FVRL took delivery of two hybrid trucks. Not only do the trucks use less fuel on our busier routes but also FVRL obtained a significant grant from the Fraser Basin Council to offset the higher lease price of the hybrid trucks. The additional weight of the battery and other equipment makes the hybrids heavier than our previous diesel trucks, so fuel economy performance is affected. Even so, despite that difference, they do use less fuel than the diesel trucks when on routes that require frequent stopping and starting.

#### **BC Petroleum Products Buyers Group**

In June 2009 FVRL joined the BC Petroleum Products Buyers Group (BCPPBG), giving FVRL the ability to purchase diesel fuel at the Buyers Group's low pricing. Prior to June 2009 FVRL purchased fuel from the City of Abbotsford's fuel lot at about the same pricing. However, the City of Abbotsford gave notice that it was phasing out the fuel lot and recommended the BCPPBG as an alternative. Purchasing through the Buyers Group is less expensive than purchasing from a card lock station.

#### **Province of BC Corporate Supply Arrangements**

In December 2009 FVRL began exploring the benefits of signing on with the Province of BC's Corporate Supply Arrangements (CSA) program and signed the Memorandum of Understanding with the Purchasing Services Branch of the Province of BC in early January 2010.

The sales representative for our office supplies vendor anticipates this change could save FVRL about \$7,000 a year. We anticipate the CSA program also will result in savings for Information Technology supplies and some other areas as well.

#### **FVRL Senior Management Reorganization**

Following the resignation of former CEO Maureen Woods, FVRL senior staff examined workload, priorities, and other factors related to senior management, then recommended a reorganization of management staff that resulted in significant annual savings.

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Est. 1873

December 16, 2009

File No. 7960-03

Fraser Valley Regional Library  
Administrative Centre  
34589 Delair Rd.  
Abbotsford, BC V2S 5Y1

Attention: Mary O'Callaghan, Director of Corporate Services

**Re: Library Reserve Funds**

Township of Langley Council, at a Special Meeting held on December 14, 2009 adopted the following resolution:

*That Council formally authorizes the use of a portion of the library reserve funds to purchase three replacement self-checkout units for the Murrayville, Muriel Arnason and Walnut Grove Libraries as recommended by Fraser Valley Regional Library (FVRL).*

Thank you for your attention to this matter.

Yours truly,

P. Catlin, CMC  
DEPUTY TOWNSHIP CLERK

copy: D. Leavers, Director, Recreation, Culture, & Parks  
B. Herman, Manager, Recreation & Cultural Services

## PROPOSED FRAGRANCE-CONTROLLED ENVIRONMENT POLICY

By Rob O'Brennan, Chief Executive Officer  
Meeting of January 27, 2010

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Fraser Valley Regional Library recognizes that exposure to strong scents and fragrances in the environment can cause discomfort and directly impact the health of some individuals. Therefore, for the comfort and health of all, we propose the following policy on fragrances. This policy formalizes management's direction implemented in 2004.

### PROPOSED POLICY

Fraser Valley Regional Library recognizes that exposure to strong scents and fragrances in the environment can cause discomfort and directly impact the health of some individuals. Therefore, for the health and comfort of all, FVRL employees shall abstain from wearing fragrant products, other than minimally scented personal care products, in the workplace.

### RECOMMENDATION

**THAT** the Board approve the proposed Fragrance-Controlled Environment Policy for Fraser Valley Regional Library.