



THE RICHMOND HILL PUBLIC LIBRARY BOARD

THURSDAY, MAY 19, 2016

MINUTES

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The Richmond Hill Public Library Board held its regularly scheduled meeting on Thursday, May 19, 2016 in the Boardroom at Central Library, 1 Atkinson Street, Richmond Hill, Ontario.

**Present:** David Bishop, Chair  
Shelagh Harris  
Gwen Johnstone  
Nighat Sukhera  
Martin Zegray, Vice Chair

**Staff:** Louise Procter Maio, Chief Executive Officer  
Mary Jane Celsie, Director, Content  
Catherine Charles, Director, Community Connections  
Barbara Ransom, Director, Customer Experiences  
Yunmi Hwang, Director, Technologies  
Greg Patterson, Manager, Central Library  
Susan Quinn, Business Services Assistant

**1.0 Call to Order**

The Chair called the meeting to order at 7:32 p.m.

**2.0 Regrets**

Councillor Greg Beros  
Adam Grachnik  
Regional & Local Councillor Brenda Hogg  
Councillor Castro Liu

### 3.0 Adoption of Agenda

16:52 **Moved by: M. Zegray** **That the Agenda of May 19, 2016 be adopted**  
**Seconded by: N. Sukhera**  
**CARRIED**

### 4.0 Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest.

### 5.0 Presentation

#### .1 **Wolfgang Dall, President, Richmond Hill Garden and Horticultural Society**

##### **Re: Archives Donation**

G. Patterson, Manager, Central Library and B. Ransom, Director, Customer Experiences referenced some items from the archival collection that were also on display at the meeting. The Board and staff thanked Mr. Dall and the Richmond Hill Garden and Horticultural Society for donating the 100 years of Society archives and noted that the collections would be classified, catalogued and digitized to increase access and preservation of the collection. On behalf of the Society, Mr. Dall thanked Richmond Hill Public Library for giving the collection a new and permanent home.

16:53 **Moved by: S. Harris** **That the donation of the Richmond Hill Garden and Horticultural Society archives be received with appreciation**  
**Seconded by: M. Zegray**  
**CARRIED**

#### .2 **Melanie Dugard, Principal, Grant Thornton** **Re: RHPL 2015 Audited Financial Statements**

Ms Dugard presented the Report to the Board of Directors – communication of audit strategy and results.

16:54 **Moved by: M. Zegray** **That the Auditor's presentation on the RHPL 2015 Audited Financial Statements be received**  
**Seconded by: S. Harris**  
**CARRIED**

#### .3 **Catherine Charles, Richmond Hill Public Library Director, Community Connections** **Re: RHPL Community Connections Division**

16:55 **Moved by: N. Sukhera** **That the presentation on RHPL Community Connections Division be received**  
**Seconded by: G. Johnstone**  
**CARRIED**

## 6.0 Minutes

### .1 **Library Board Meeting** April 27, 2016

**16:56** **Moved by: M. Zegray** **That** the Minutes of April 27, 2016 be adopted  
**Seconded by: G. Johnstone**  
**CARRIED**

## 7.0 Correspondence

I. CBC News, Newfoundland & Labrador April 27, 2016  
Re: More than half of N.L. libraries closing in wake of budget cuts

II. Todd Kyle, 2016 President, Ontario Library Association May 4, 2016  
Re: Public Libraries in Newfoundland and Labrador

III. Jessica Riddell, The Globe and Mail May 5, 2016  
Re: Get thee to a library: It's more important than ever

IV. Anne Marie Madziak, Municipal World May 2016  
Re: Public Libraries, Key to Newcomer Success

**16:57** **Moved by: N.Sukhera** **That** the correspondence be received as  
**Seconded by: S. Harris** information  
**CARRIED**

## 8.0 Reports

### .1 **RHPL Board 2015 Audited Financial Statements Report SRLIB16.17** A report was issued prior to the meeting and presented by L. Procter Maio, CEO

**16:58** **Moved by: M. Zegray** **That** the 2015 Audited Financial Statements  
**Seconded by: S.Harris** as of December 31, 2015 be approved;  
**CARRIED**  
**That** the Board Chair and Chair, Finance  
Committee be authorized to sign the Financial  
Statements; *and*  
**That** the report from Grant Thornton regarding  
the *Communication of Audit Results for the*  
*year ended December 31, 2015* be received

**.2 SOLS Trustee Council Meeting – Saturday, April 23, 2016**

S. Harris gave a verbal report on the meeting.

**16:59 Moved by: G. Johnstone**                      **That** the verbal report on the SOLS Trustee  
**Seconded by: N. Sukhera**                      Council Meeting be received  
**CARRIED**

**.3 2015 Richmond Hill Public Library Community Report SRLIB16.18**

A report was issued prior to the meeting and presented by C. Charles,  
Director, Community Connections

**16:60 Moved by: M. Zegray**                      **That** the *2015 Richmond Hill Public Library*  
**Seconded by: N. Sukhera**                      *Community Report* dated May 19, 2016 be  
**CARRIED**    approved

**.4 Website Redesign Project Addendum Report SRLIB16.19**

A report was issued prior to the meeting and presented by Y. Hwang,  
Director, Technologies

**16:61 Moved by: M. Zegray**                      **That** the *Website Redesign Project*  
**Seconded by: N. Sukhera**                      *Addendum Report* be received as information;  
**CARRIED**    and

**That** the designated capital budget for the 2011  
SharePoint Project (Account 905-8911044175)  
in the amount of \$51,000 be reallocated as an  
additional source of funds for the Website  
Redesign Project (Account 905-8916024176)  
for project contingencies

**.5 Library Board Remote Attendance Policy Review Report SRLIB16.20**

A report was issued prior to the meeting and presented by L. Procter Maio,  
CEO

**16:62 Moved by: M. Zegray**                      **That** the Richmond Hill Public Library Board  
**Seconded by: N. Sukhera**                      Member Code of Conduct be adopted as  
**CARRIED**    revised with the addition of a pecuniary interest  
clause

**16:63 Moved by: N. Sukhera**                      **That** the *Richmond Hill Public Library Board*  
**Seconded by: G. Johnstone**                      *Remote Attendance Review Report* dated  
**CARRIED**    May 19, 2016 be received for information

**.6 New Oak Ridges Library Update Report SRLIB16.21**

A report was issued prior to the meeting and presented by B. Ransom, Director, Customer Experiences

**16:64 Moved by: G. Johnstone  
Seconded by: N. Sukhera  
CARRIED**

**That the *New Oak Ridges Library Update Report* dated May 19, 2016 be received as information**

**.7 Civic Precinct Project Update Report SRLIB16.22**

A report was issued prior to the meeting and presented by L. Procter Maio, CEO. The Board Chair also provided comments regarding his delegation status at the May 11<sup>th</sup> Special Meeting of Council.

**16:65 Moved by: S. Harris  
Seconded by: N. Sukhera  
CARRIED**

**That the *Civic Precinct Project Report* dated May 19, 2016 be received as information**

**9.0 Member Announcements**

The CEO noted two successful events during May: the Art Celebration for local student winners on May 3, 2016; and the author event hosted by former Writer-in-Residence Joseph Kertes with Her Excellency Sharon Johnston, wife of the Governor General David Johnston on May 18, 2016. Her Excellency spoke about her bestselling book *Matrons and Madames* and both Their Excellencies participated in a Q&A after the reading with the Governor General also signing copies of his new book *The Idea of Canada: Letters to a Nation*.

The Board Chair also commented on the amazing stories from the students who participated in the Art Celebration and copies of the Anthology were distributed to Board members.

**10.0 Date of Next Meeting**

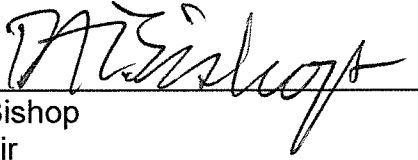
The next **Library Board Meeting** will be held: **Thursday, June 16, 2016 at 7:30 p.m.**

**11.0 Adjournment**

**16:66 Moved by: M. Zegray  
Seconded by: S. Harris  
CARRIED**

**That the meeting be adjourned at 8:50 p.m.**

Respectfully submitted,



A handwritten signature in cursive script, appearing to read 'D. Bishop', written over a horizontal line.

D. Bishop  
Chair



A handwritten signature in cursive script, appearing to read 'L. Procter Maio', written over a horizontal line.

L. Procter Maio  
Chief Executive Officer