



THE RICHMOND HILL PUBLIC LIBRARY BOARD

THURSDAY, MAY 18, 2017

MINUTES

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The Richmond Hill Public Library Board held its regularly scheduled meeting on Thursday, May 18, 2017 in the Boardroom at Central Library, 1 Atkinson Street, Richmond Hill, Ontario.

**Present:** David Bishop, Chair  
Adam Grachnik  
Shelagh Harris  
Regional & Local Councillor Brenda Hogg  
Gwen Johnstone  
Martin Zegray, Vice Chair – remote attendance

**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  
Vito Montesano, Manager, Staffing Strategies  
Susan Quinn, Business Services Assistant

**1.0 Call to Order**

The Chair called the meeting to order at 7:30 p.m.

**2.0 Regrets**

Councillor Greg Beros  
Councillor Castro Liu  
Nighat Sukhera

### 3.0 Adoption of Agenda

17:40      **Moved by: S. Harris**                                      **That** the Agenda of May 18, 2017 be  
                 **Seconded by: A. Grachnik**                                      adopted  
                 **CARRIED**

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

There were no disclosures of pecuniary interest.

### 5.0 Presentation

.1      **Melaine Dugard, Principal, Grant Thornton**  
         **Re: RHPL 2016 Audited Financial Statements**  
         Ms Dugard presented the Report to the Board of Directors – Communication  
         of audit strategy and results.

17:41      **Moved by: Regional & Local**                                      **That** the Auditor's presentation on the RHPL  
                 **Councillor B. Hogg**    2016 Audited Financial Statements be received  
                 **Seconded by: S. Harris**  
                 **CARRIED**

### 6.0 Minutes

.1      **Library Board Meeting**  
         **April 20, 2017**

17:42      **Moved by: G. Johnstone**                                      **That** the minutes of April 20, 2017 be  
                 **Seconded by: S. Harris**    adopted  
                 **CARRIED**

### 7.0 Correspondence

I.          Character Community Foundation of York Region                                      Mar. 3, 2017  
                 **Re: 2017 Character Community Award – Colleague Category**

II.         Ministry of Tourism, Culture and Sport    Apr. 27, 2017  
                 **Re: New Culture Investment in 2017 Ontario Budget**

17:43      **Moved by: G. Johnstone**                                      **That** the correspondence be received as  
                 **Seconded by: A. Grachnik**    information  
                 **CARRIED**

## 8.0 Reports

- .1 RHPL Board 2016 Audited Financial Statements Report SRLIB17.19**  
A report was issued prior to the meeting and presented by L. Procter Maio, CEO.

**17:44 Moved by: A. Grachnik**  
**Seconded by: Regional & Local Councillor B. Hogg**  
**CARRIED**

**That** the 2016 Audited Financial Statements as of December 31, 2016 be approved;

**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, 2016* be received

- .2 SOLS Trustee Council Meeting – Saturday, April 22, 2017**  
S. Harris and G. Johnstone gave a verbal report on the meeting.

**17:45 Moved by: Regional & Local Councillor B. Hogg**  
**Seconded by: A. Grachnik**  
**CARRIED**

**That** the verbal report on the SOLS Trustee Council Meeting be received

- .3 2016 Community Report SRLIB17.20**  
A report was issued prior to the meeting and presented by C. Charles, Director, Community Connections

**17:46 Moved by: G. Johnstone**  
**Seconded by: S. Harris**  
**CARRIED**

**That** the *2016 Richmond Hill Public Library Community Report* dated May 18, 2017 be received

- .4 2017 Staff Training & Development Day Report SRLIB17.21**  
A report was issued prior to the meeting and presented by V. Montesano, Manager, Staffing Strategies

**17:47 Moved by: G. Johnstone**  
**Seconded by: S. Harris**  
**CARRIED**

**That** the *2017 Staff Training and Development Day Report* be received; *and*

**That** the Staff Training and Development Day be included as an additional annual day of closure

- .5 Canadian Anti-Spam Legislation Policy Report SRLIB17.22**  
A report was issued prior to the meeting and presented by M. Celsie,  
Director, Content

**17:48 Moved by: G. Johnstone**                      **That** the *Richmond Hill Public Library*  
**Seconded by: A. Grachnik**                      *Board Canadian Anti-Spam Legislation*  
**CARRIED**    *(CASL) Policy* dated May 18, 2017 be  
approved

**.6 Board Assessment**

The Board agreed that there would be no need for a special meeting to discuss the self-assessment, discussion would occur at the June 15, 2017 regular meeting.

**9.0 Member Announcements**

A. Grachnik reported that McDonalds has just launched the book or toy option for Happy Meals. Canada is the second country to provide this option, with France being the first.

**10.0 Date of Next Meeting**

The next **Library Board Meeting** will be held: **Thursday, June 15, 2017 at 7:30 p.m.**

**11.0 Adjournment**

**17:49 Moved by: Regional & Local**                      **That** the meeting be adjourned at 8:16 p.m.  
**Councillor B. Hogg**  
**Seconded by: A. Grachnik**  
**CARRIED**

Respectfully submitted,

“Signed version on file in the Administration Office”

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D. Bishop  
Chair

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L. Procter Maio  
Chief Executive Officer