



The Richmond Hill Public Library Board  
Tuesday, February 23, 2021

## MINUTES

The Richmond Hill Public Library Board held its scheduled meeting on Tuesday, February 23, 2021 virtually using video-teleconferencing technology.

**Present:** Councillor Greg Beros, Chair  
Stephen Chait  
Frank DiPede  
Regional and Local Councillor Joe Di Paola  
Bram Kivenko  
Councillor Tom Muench  
Regional and Local Councillor Carmine Perrelli  
Mahnaz Shahbazi  
Rona Wang

**Staff:** Darren Solomon, Chief Executive Officer  
Catherine Charles, Director, Collections and Program Development  
Yunmi Hwang, Director, Branch Services  
Robin Fribance, Executive Manager, Experience & Strategy  
Annesha Hutchinson, Manager, Communications  
Susan Quinn, Executive Administration Coordinator

### 1.0 Call to Order

The Chair called the meeting to order at 5:00 p.m.

**2.0 Regrets**

**3.0 Adoption of Agenda**

**Motion:**

21:15

**Moved By:**

S. Chait

**Seconded by:**

Regional and Local Councillor C. Perrelli

**THAT** the Agenda of February 23, 2021 be adopted.

**CARRIED UNANIMOUSLY**

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

There were no disclosures of pecuniary interest.

**5.0 Minutes**

**5.1 Library Board Minutes – January 26, 2021**

**Motion:**

21:16

**Moved By:**

Councillor T. Muench

**Seconded by:**

R. Wang

**THAT** the Minutes of January 26, 2021 be adopted

**CARRIED UNANIMOUSLY**

**6.0 Presentations**

**6.1 Robin Fribance, Executive Manager, Experience & Strategy, RHPL  
Robin Brown, Executive Vice-President, Dig Insights  
Patricia King, Vice-President Evaluation and Qualitative Research,  
Dig Insights**

Re: Strategic Plan Update and Customer Research

**Motion:**

21:17

**Moved by:**

S. Chait

**Seconded by:**

B. Kivenko

**THAT** the presentation on the Strategic Plan Update and Customer Research by Dig Insights be received for information.

**CARRIED UNANIMOUSLY**

**7.0 Reports**

Accessible documents can be accessed through the [RHPL website > Your Library > About Us > Library Board](#)

On a motion moved by R. Wang, seconded by M. Shahbazi the Board consented to adopt all of the staff recommendations in items 7.1 and 7.2 without further discussion or motions. Item 7.3 was reviewed and discussed.

## **7.1 2021 Final Budget Report SRLIB21.08**

**Motion:**

21:18

**Moved by:**

R. Wang

**Seconded by:**

M. Shahbazi

That RHPL's Final 2021 Budget be approved.

**CARRIED UNANIMOUSLY**

## **7.2 2020 RHPL Community Report SRLIB21.09**

**Motion:**

21:19

**Moved by:**

R. Wang

**Seconded by:**

M. Shahbazi

That the 2020 Richmond Hill Public Library Community Report be received as information.

**CARRIED UNANIMOUSLY**

**7.3 Richmond Green and Richvale Library Materials Handling System  
Acquisition Report SRLIB21.10**

**Motion:**

21:20

**Moved by:**

F. DiPede

**Seconded by:**

Regional and Local Councillor J. Di Paola

That the Library Board approves the non-competitive acquisition of material handling sortation systems and related installation services for Richmond Green and Richvale Library.

**CARRIED UNANIMOUSLY**

**8.0 Member Announcements**

Darren Solomon, Library CEO, advised the Board that the Oak Ridges Library was just awarded LEED (Leadership in Energy and Environmental Design) Silver Certification. The LEED certification program awards points for various green building strategies across several categories. Based on the number of points achieved, a project earns one of the four LEED rating levels: Certified, Silver, Gold or Platinum.

**9.0 Date of Next Meeting**

The next Regular Meeting of the Library Board will be held on:

**Tuesday, April 27, 2021** with time and location to be determined as per request from Board Chair that staff look at meeting options: physical, virtual or a hybrid.

**10.0 Adjournment**

**Motion:**

21:21

**Moved By:**

B. Kivenko

**Seconded by:**

R. Wang

**THAT** the meeting be adjourned at 5:51 p.m.

**CARRIED UNANIMOUSLY**

Respectfully submitted,

“Signed version on file in the Administration Offices”

Councillor Greg Beros  
Chair

Darren Solomon  
Chief Executive Officer