

The Richmond Hill Public Library Board
Thursday, April 18, 2019

MINUTES

The Richmond Hill Public Library Board held its regularly scheduled meeting on Thursday, April 18, 2019 in the Program Room at Richmond Green Library, 1 William F. Bell Parkway, Richmond Hill, Ontario.

Present: David Bishop, Chair
Stephen Chait
Claire Yuanfeng Geng
Gwen Johnstone, Vice Chair
Alicia Lauzon
Chungsen Leung
Jane Zhang

Staff: Louise Procter Maio, Chief Executive Officer
Mary Jane Celsie, Director, Content
Catherine Charles, Director, Community Connections
Barbara Ransom, Director, Customer Experiences
Nusrat Ahmed, Executive Manager, Business Services
Dianne McLeod, Manager, Technologies, Digital Services
Brock Smith, Manger, Communications
Len Wong, Manager, Richmond Green

1.0 Call to Order

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

2.0 Regrets

Councillor Castro Liu

3.0 Absent

Mahnaz Shahbazi

4.0 Adoption of Agenda

Motion:

19:32

Moved by:

C. Leung

Seconded by:

S. Chait

THAT the Agenda of April 18, 2019 be adopted as revised by 8.8 Southern Ontario Library Services (SOLS) Budget for 2019/2020.

CARRIED

5.0 Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest.

6.0 Minutes

6.1 Library Board Minutes – March 28, 2019

Motion:

19:33

Moved By:

S. Chait

Seconded by:

G. Johnstone

THAT the Minutes of March 28, 2019 be adopted.

CARRIED

7.0 Correspondence

7.1 Email from Southern Ontario Library Service (SOLS)
Re: Regional Workshops on Public Library Governance

7.2 Email from Howard A. Doughty
Re: In Praise of Libraries

7.3 Media Release from Richmond Hill Public Library
Re: Richmond Hill Public Library Adjusts 2019 Operating Budget
Following City Council's Decision to Cut Library's Budget Request

Motion:

19:34

Moved By:

G. Johnstone

Seconded by:

A. Lauzon

THAT the correspondence be received as information.

CARRIED

8.0 Presentations

**8.1 Louise Procter Maio, Chief Executive Officer
Re: Richmond Hill Library Board Orientation**

Motion:

19:35

Moved By:

J. Zhang

Seconded by:

G. Johnstone

THAT the Library Board received the *Richmond Hill Public Library Board Orientation Presentation* as information.

CARRIED

**8.2 Barbara Ransom, Director, Customer Experiences
Re: Customer Experiences Division**

Motion:

19:36

Moved By:

A. Lauzon

Seconded by:

C. Leung

THAT the Library Board received the *Customer Services Division Presentation* as information.

CARRIED

9.0 Reports

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

9.1 2019 First Quarter Operations Report – SRLIB19.15

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

Motion:

19:37

Moved By:

C. Yuanfeng Geng

Seconded by:

J. Zhang

THAT the 2019 First Quarter Operations Report to March 31, 2019 be received as information.

CARRIED

9.2 2019 First Quarter Use Indicators Report – SRLIB19.16

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

Motion:

19:38

Moved By:

A. Lauzon

Seconded by:

S. Chait

THAT the 2019 First Quarter Use Indicators Report to March 31, 2019 be received as information.

CARRIED

9.3 2019 First Quarter Financial Report – SRLIB19.17

A report was issued prior to the meeting and was presented by N. Ahmed, Executive Manager, Business Services.

Motion:

19:39

Moved By:

J. Zhang

Seconded by:

G. Johnstone

THAT the 2019 First Quarter Financial Report to March 31, 2019 be received as information.

CARRIED

9.4 Website Services Snapshot Report – SRLIB19.18

A report was issued prior to the meeting and was presented by D. McLeod, Manager, Technologies and B. Smith, Manager, Communications.

Motion:

19:40

Moved By:

C. Yuanfeng Geng

Seconded by:

C. Leung

THAT the Website Services Snapshot Report be received as information.

CARRIED

9.5 2018 Richmond Hill Public Library Community Report – SRLIB19.19

A report was distributed at the meeting and was presented by B. Smith, Manager.

Motion:

19:41

Moved By:

S. Chait

Seconded by:

C. Leung

THAT the 2018 Richmond Hill Public Library Community Report be received as information.

CARRIED

9.6 2018 Richmond Green Library Annual Report – SRLIB19.20

A report was distributed at the meeting and was presented by L. Wong, Manager.

Motion:

19:42

Moved By:

S. Chait

Seconded by:

C. Leung

THAT the Richmond Green Library Annual Report 2018 be received as information.

CARRIED

9.7 Final 2019 Operating Budget Report – SRLIB19.21

A report was distributed at the meeting and was presented by L. Procter Maio, Chief Executive Officer

Motion:

19:43

Moved By:

S. Chait

Seconded by:

C. Leung

THAT the Final Approved 2019 Operating Budget Report, be received as information;

THAT the Final Approved 2019 Operating Budget, dated March 28, 2019 be received as information;

THAT the Final Approved Three Year Financial Outlook 2020 – 2022, dated March 28, 2019, be received as information;

and

THAT the Final Approved 2019 Business Plan, dated March 28, 2019, be received as information;

CARRIED

9.8 Southern Ontario Library Services (SOLS) Budget for 2019/2020

L. Procter Maio, Chief Executive Officer advised that the SOLS budget would be reduced by just over 50%, as per the 2019 Ontario Budget tabled in the provincial legislature on Thursday, April 11, 2019.

Motion:

19:44

Moved By:

G. Johnstone

Seconded by:

J. Zhang

THAT the verbal report on the SOLS Budget 2019/220 be received as information;

and

THAT a letter of support for the Southern Ontario Library Services be written to the Minister of Tourism, Culture and Sport.

CARRIED

10.0 Member Announcements

11.0 Date of Next Meeting

The next Regular Meeting of the Library Board will be held on:
Thursday, May 16, 2019 at 7:30 p.m. at Central Library.

12.0 Adjournment

Motion:

19:45

Moved By:

C. Yuanfeng Geng

Seconded by:

J. Zhang

THAT the meeting be adjourned at 9:35 p.m.

CARRIED

Respectfully submitted,

“Signed version on file in the Administration Offices”

D. Bishop

Chair

L. Procter Maio

Chief Executive Officer