



The Richmond Hill Public Library Board

Thursday, June 13, 2024

## MINUTES

The Richmond Hill Public Library Board held a special meeting on Thursday, June 13, 2024 at 10:30 a.m. virtually using video-teleconferencing technology.

**Present:** Stephen Chait, Chair  
Jason Cherniak  
Councillor Carol Davidson  
Mona Shahnazari  
Councillor Scott Thompson

**Staff:** Robin Fribance, Interim CEO  
Tracey Steele, Commissioner, Community Services, City of Richmond Hill  
Sherry Adams, Commissioner CFS, City of Richmond Hill  
Ana Hunt, Human Resources, City of Richmond Hill  
Margaret Campbell, Odgers Berndtson Executive Search

### 1.0 Call to Order

The Chair called the meeting to order at 10:30 a.m.

## **2.0 Land Acknowledgement Read by Board Chair**

## **3.0 Regrets**

Councillor Castro Liu

Sadra Nasseri

Sugantha Raj, Vice Chair

## **4.0 Adoption of Agenda**

### **4.1 Adoption of Agenda**

#### **Motion:**

24:56

#### **Moved by:**

Councillor S. Thompson

#### **Seconded by:**

M. Shahnazari

**THAT** the Agenda of June 13, 2024 be adopted.

**CARRIED UNANIMOUSLY**

## **5.0 Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest.

## **6.0 Delegations**

None

## **7.0 Member Motion**

**7.1 Councillor Scott Thompson** - Committee to pre-select candidates to be interviewed for RHPL Chief Executive Officer (CEO) position

**Motion:**

24:57

**Moved by:**

Councillor S. Thompson

**Seconded by:**

Councillor C. Davidson

WHEREAS at the February 15th RHPL Board Meeting the following motion was passed regarding the recruitment of Chief Executive Officer (“CEO”) of the Richmond Hill Public Library;

“THAT the Board, through the City of Richmond Hill’s Human Resources Department, retain the services of an executive search firm for the purpose of leading the recruitment of a permanent Chief Executive Officer (“CEO”).

THAT the executive search firm be required to obtain the Board’s consent on any job description or posting, and the process to select a permanent CEO.”

WHEREAS there is no public record of the Board being engaged in approving a process to select the CEO;

WHEREAS Senior Staff Members from the City of Richmond Hill are expected to be part of the recruitment and interview process;

AND WHEREAS to ensure that an efficient and effective process is established for selecting candidates to be interviewed for the CEO position

NOW THEREFORE BE IT RESOLVED THAT:

The Board establish a Chief Executive Officer Recruitment Committee comprised of the following members: RHPL Chair (Stephen Chait), 1 Council Board Member (Carol Davidson), 2 Citizen Board Members (Mona Shahnazari and Jason Cherniak), Richmond Hill Commissioner of Community Services (Tracey Steele), and Richmond Hill Commissioner of Corporate and Financial Services (Sherry Adams).

The purpose of this Chief Executive Officer Recruitment Committee is to pre-select from the pool of Candidates provided by the Executive Search firm candidates for Board interviews.

**CARRIED UNANIMOUSLY**

**8.0 Resolution to Move into Closed Session to consider matters relating to:**

**8.1 To discuss personal matters about an identifiable individual, and labour relations or employee negotiations, in respect to library employees (Section 16.1(4)(b) and 16.1(4)d) of the Public Libraries Act”)**

**Motion:**

24:58

**Moved by:**

J. Cherniak

**Seconded by:**

M. Shahnazari

**THAT** the Board move into Closed Session to consider personal matters about an identifiable individual, and labour relations or employee

negotiations, in respect to library employees.

**CARRIED UNANIMOUSLY**

At 10:40 a.m. the Board moved into Closed Session.

**9.0 Resolution to Reconvene in Open Session**

**Motion:**

24:59

**Moved by:**

J. Cherniak

**Seconded by:**

M. Shahnazari

**THAT** the Board reconvene into Open Session.

**CARRIED UNANIMOUSLY**

At 11:22 a.m. the Board returned to Open Session.

**10.0 Adoption of Recommendations Arising from Closed Session (if any)**

None

**11.0 Date of Next Meeting**

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

**Thursday, June 20, 2024 @ 4:00 p.m.** at Central Branch.

**12.0 Adjournment**

**Motion:**

24:60

**Moved by:**

Councillor S. Thompson

**Seconded by:**

M. Shahnazari

**THAT** the meeting be adjourned at 11:25 a.m.

**CARRIED UNANIMOUSLY**

Approved by:

Stephen Chait  
Chair

Robin Fribance  
Interim CEO