

The Richmond Hill Public Library Board
Thursday, June 27, 2019

MINUTES

The Richmond Hill Public Library Board held its regularly scheduled meeting on Thursday, June 27, 2019 in the Auditorium at Richvale Library, 40 Pearson Avenue, Richmond Hill, Ontario.

Present: Councillor Greg Beros
David Bishop
Stephen Chait
Regional and Local Councillor Joe Di Paola
Claire Yuanfeng Geng
Gwen Johnstone, Vice Chair
Alicia Lauzon
Chungsen Leung
Councillor Tom Muench
Regional and Local Councillor Carmine Perrelli

Staff: Louise Procter Maio, Chief Executive Officer
Mary Jane Celsie, Director, Content
Barbara Ransom, Director, Customer Experiences
Yunmi Hwang, Director, Technologies
Nusrat Ahmed, Executive Manager, Business Services
Eva Liu, Executive Manager, Talent and Culture

Brock Smith, Manager, Communications
Karen Wales, Manager, Customer Services

1.0 Call to Order

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

2.0 Regrets

Mahnaz Shahbazi

Jane Zhang

3.0 Adoption of Agenda

Motion:

19:55

Moved By:

S. Chait

Seconded by:

C. Leung

THAT the Agenda of June 27, 2019 be adopted.

CARRIED

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 – May 16, 2019

Motion:

19:56

Moved By:

S. Chait

Seconded by:

G. Johnstone

THAT the Minutes of May 16, 2019 be adopted

CARRIED

6.0 Correspondence

There was no correspondence

7.0 Presentations

7.1 Melanie Dugard, Principal, Grant Thornton

Re: 2018 Audited Financial Statements

Motion:

19:57

Councillor T. Muench arrived to the meeting at 7:40 p.m.

Moved By:

Regional and Local Councillor J. DiPaola

Seconded by:

C. Yuanfeng Geng

THAT the the presentation on the Richmond Hill Public Library 2018 Audited Financial Statements by Ms. Dugard be received for information.

CARRIED

8.0 Reports

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

8.1 2018 Audited Financial Statements of Richmond Hill Public Library Board Report – SRLIB19.26

A report was issued prior to the meeting.

Motion:

19:58

Moved By:

Regional and Local Councillor J. DiPaola

Seconded by:

C. Yuanfeng Geng

That the 2018 Audited Financial Statements as of December 31, 2018 be approved; and

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, 2018 be received.

CARRIED

8.2 Fees and Service Charges Policy and Related Policies Report – SRLIB19.27

A report was issued prior to the meeting and was presented by K. Wales, Manager, Customer Services.

Motion:

19:59

Moved By:

G. Johnstone

Seconded by:

A. Lauzon

THAT the revised Fees and Service Charges and Related Policies Report including Fees and Service Charges, Filming and Photography, Meeting Room Rental, Payment and Refund, Proctoring and Circulation Policies, dated June 27, 2019 be approved.

Amendment

Moved By:

Councillor G. Beros

Seconded by:

Regional and Local Councillor C. Perrelli

That the motion be referred so that staff can bring additional information regarding rate changes.

Motion withdrawn by Councillor G. Beros

Amendment

Moved By:

Councllor G. Beros

Seconded by:

S. Chait

That the motion be referred and the report be brought back with additional information regarding rate changes.

CARRIED

**8.3 2018 Final Richmond Hill Public Library Community Report –
SRLIB19.28**

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

Motion:

19:60

Moved By:

G. Johnstone

Seconded by:

S. Chait

THAT the 2018 Richmond Hill Public Library Community Report dated June 27,
2019, be received for information.

CARRIED

8.4 2018 Final Richmond Green Annual Report – SRLIB19.29

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

Motion:

19:61

Moved By:

Regional and Local Councillor J. DiPaola

Seconded by:

A. Lauzon

THAT the 2018 Richmond Green Library Annual Report dated June 27, 2019 be received for information.

CARRIED

8.5 Provincial Regional Governance Review Report – SRLIB19.30

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

Motion:

19:62

Moved By:

Regional and Local Councillor J. DiPaola

Seconded by:

G. Johnstone

THAT the Provincial Regional Government Review Report dated June 27, 2019 be received for information.

CARRIED

8.6 Interlibrary Loan Service Update Report – SRLIB19.31

A report was issued prior to the meeting and was presented by M. J. Celsie, Director, Content.

Motion:

19:63

Moved By:

G. Johnstone

Seconded by:

C. Yuanfeng Geng

THAT the Interlibrary Loan Service Update Report be received for information.

CARRIED

8.7 New Oak Ridges Library Status Report – SRLIB19.32

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

Motion:

19:64

Moved By:

Councillor G. Beros

Seconded by:

G. Johnstone

THAT the New Oak Ridges Library Status Report dated June 27, 2019 be received for information.

CARRIED

8.8 Revenue Generation – verbal

S. Chait gave a verbal report on revenue generation.

Motion:

19:65

Moved By:

S. Chait

Seconded by:

Regional and Local Councillor J. DiPaola

THAT the verbal report on Revenue Generation be received for information;

THAT a Committee of the Board be established to research merits and opportunities for revenue generation in view of the 2020 budget; and

THAT Stephen Chait and Regional and Local Councillor J. DiPaola serve on the Committee.

CARRIED

9.0 Member Announcements

10.0 New Business

10.1 Resolution to Move Into Closed Session to consider matters relating to:

Personal matters about an identifiable individual

Motion:

19:66

Moved By:

Regional and Local Councillor C. Perrelli

Seconded by:

Councillor T. Muench

THAT the Board move into Closed Session to consider matters relating to personal matters about an identifiable individual

A recorded vote was requested:

Yes: Councillor G. Beros, D. Bishop, Regional and Local Councillor J. DiPaola, Councillor T. Muench, and Regional and Local Councillor C. Perrelli

No: S. Chait, C. Yuanfeng Geng, G. Johnstone, A. Lauzon, C. Leung.

The motion failed on a tie vote.

10.2 Request for a July Meeting of the Library Board

Motion:

19:67

Moved By:

Regional and Local Councillor J. DiPaola

Seconded by:

Regional and Local Councillor C. Perrelli

That an additional meeting be held in July 2019.

CARRIED

The date of July 18, 2019 was proposed. Notice of the meeting was to be sent out the week of July 2, 2019.

11.0 Date of Next Meeting

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

Thursday, September 19, 2019 at 7:30 p.m. at Central Library.

12.0 Adjournment

Motion:

19:68

Moved By:

Regional and Local Councillor J. DiPaola

Seconded by:

Regional and Local Councillor C. Perrelli

THAT the meeting be adjourned at 9:40 p.m.

CARRIED

Respectfully submitted,

“Signed version on file in the Administration Offices”

D. Bishop
Chair

L. Procter Maio
Chief Executive Officer