

The Richmond Hill Public Library Board

MINUTES

The Richmond Hill Public Library Board held a regular meeting on Thursday, April 24, 2025 at 4:00 p.m. in the Boardroom at Central Branch, Richmond Hill, Ontario.

Present:

Mona Shahnazari, Chair

Councillor Carol Davidson

Councillor Castro Liu

Sadra Nasseri

Councillor Scott Thompson

Shelly Wu

Staff:

Bruce Gorman, CEO

Joshua Dyer, Director, Collections & Community Engagement

Robin Fribance, Director, Strategy & Service Innovation

Yunmi Hwang, Director, Customer & Branch Experiences

Shaun McDonough, Business Intelligence Analyst

Shawn Dillon, Finance & Administrative Assistant

Gigi Li, Director, Financial Services and Treasurer

Lisa Chen, Manager, Financial Planning and Analysis

Haley Leung, Financial Management Advisor

1.0 Call To Order

The Chair called the meeting to order at 4:00 p.m.

2.0 Land Acknowledgement

Read by Board Chair.

3.0 Regrets

Stephen Chait

Jason Cherniak

Jennifer Paige, Vice Chair

4.0 Adoption of Agenda

Motion:

25:19

Moved by:

Councillor Scott Thompson

Seconded by:

Shelly Wu

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

5.0 Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest.

6.0 Approval of Consent Agenda Items

Motion: 25:20

Moved by: Councillor Carol Davidson

Seconded by: Sadra Nasseri

THAT the Richmond Hill Public Library Board approves the consent agenda.

CARRIED UNANIMOUSLY

7.0 Minutes

7.1 Library Board Draft Minutes – March 6, 2025 (Adopted by Consent)

Motion: 25:21

Moved by: Councillor Carol Davidson

Seconded by: Sadra Nasseri

THAT the Draft Minutes of March 6, 2025 be adopted.

CARRIED UNANIMOUSLY

8.0 Presentations

None.

9.0 Reports

9.1 2024 Financial Close Report SRLIB25.07

Motion: 25:22

Moved by: Councillor Carol Davidson

Seconded by: Councillor Scott Thompson

THAT the Board:

1. Receive the report; and
2. Approve a \$136,566 transfer from the Special Purpose Reserve if City Council does not approve the Municipal Grant increase.

CARRIED UNANIMOUSLY

9.2 Terms of Reference Update SRLIB25.08

Motion: 25:23

Moved by: Councillor Carol Davidson

Seconded by: Sadra Nasseri

THAT the Board approve and adopt the revised Terms of Reference for Committees, as amended to state that members of Council may not serve on the Finance Committee.

CARRIED UNANIMOUSLY

9.3 2024 Customer Satisfaction Survey Results SRLIB25.09

Motion: 25:24

Moved by: Sadra Nasseri

Seconded by: Councillor Scott Thompson

THAT the Board receive the 2024 Customer Satisfaction Survey Results.

CARRIED UNANIMOUSLY

9.4 Tariff Impact Report SRLIB25.10

Motion: 25:25

Moved by: Councillor Carol Davidson

Seconded by: Councillor Scott Thompson

THAT the Board receive the Tariff Impact Report.

CARRIED UNANIMOUSLY

10.0 New Business

10.1.1 Committee Member Assignments

Motion: 25:26

Moved by: Mona Shahnazari

Seconded by: Sadra Nasseri

THAT the Board defer consideration of the 2025–2026 committee member assignments to the May 15, 2025 Board meeting.

CARRIED UNANIMOUSLY

10.2 Correspondence (Consent)

11.0 CEO Update – B. Gorman

Verbal report provided.

12.0 Media

12.1 Media Updates (Consent)

12.1.1 Tariffs Could Cost Ottawa Public Library 33,000 New Items

12.1.2 Books Escape New Tariffs For Now

12.1.3 The Impact of Counter-Tariffs on Libraries

<https://www.youtube.com/watch?v=pFDW4Zr9zp0>

13.0 Date of Next Meeting

The next Regular Meeting will be held on Thursday, May 15, 2025 at 4:00 p.m. at Central Branch.

14.0 Adjournment

Motion: 25:27

Moved by: Sadra Nasseri

Seconded by: Councillor Carol Davidson

THAT the meeting be adjourned at 5:35 p.m.

CARRIED UNANIMOUSLY

Approved by:

Mona Shahnazari, Chair Bruce Gorman, CEO