



The Richmond Hill Public Library Board

Thursday, June 20, 2024

MINUTES

The Richmond Hill Public Library Board held a regular meeting on Thursday, June 20, 2024 at 4:00 p.m. in the boardroom at Central Branch, 1 Atkinson Street, Richmond Hill, Ontario.

Present:

Jason Cherniak

Councillor Carol Davidson

Councillor Castro Liu

Sadra Nasserri

Sugantha Raj, Vice-Chair

Mona Shahnazari

Councillor Scott Thompson

Staff:

Robin Fribance, Interim CEO and Director, Strategy & Service Innovation

Joshua Dyer, Director, Collections & Community Engagement

Yunmi Hwang, Director, Customer and Branch Experiences (remote)

Lisa Chen, Manager, Fiscal Planning and Strategy, City of Richmond Hill

Shirley Tu, Manager, Accounting and Reporting, City of Richmond Hill

Andrew Li, Supervisor, Operating Budgets, City of Richmond Hill

Jasdeep Singh, Manager, Grant Thornton LLP

Shaun McDonough, Business Intelligence & Data Analyst

Shawn Dillon, Finance and Administrative Assistant

Susan Quinn, Executive Assistant and Governance Coordinator

1.0 Call to Order

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

2.0 Land Acknowledgement Read by Board Vice-Chair

3.0 Regrets

Stephen Chait

4.0 Adoption of Agenda

Motion:

24:61

Moved by:

M. Shahnazari

Seconded by:

S. Nasser

THAT the Agenda of June 20, 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 Approval of Consent Agenda Items

Motion:

24:62

Moved by:

Councillor C. Davidson

Seconded by:

M. Shahnazari

THAT the Richmond Hill Public Library Board approves the consent agenda, as amended by J. Cherniak to pull item 7.1 for discussion.

CARRIED UNANIMOUSLY

7.0 Minutes

7.1 Library Board Draft Minutes – May 16, 2024

Motion:

24:63

Moved by:

J. Cherniak

Seconded by:

M. Shahnazari

THAT the Draft Minutes of May 16, 2024 be adopted, as amended by J. Cherniak to adjust Motion 24:53 to remove the second sentence in part 2 and Item 10.3.2 to correct to Jewish Heritage Month..

CARRIED UNANIMOUSLY

7.2 Library Board Special Meeting Draft Minutes – June 13, 2024 (Adopted by Consent)

Motion:

24:64

Moved by:

Councillor C. Davidson

Seconded by:

M. Shahnazari

THAT the Draft Minutes of June 13, 2024 be adopted.

CARRIED UNANIMOUSLY

8.0 Presentations

None

9.0 Reports

9.1 2023 Richmond Hill Public Library Audited Financial Statements Report SRLIB24.11

Motion:

24:65

Moved by:

J. Cherniak

Seconded by:

S. Nasser

That the Richmond Hill Public Library Board:

1. Approve the 2023 Audited Financial Statements, with restatement of Budget on Transfer to reserve of the City of Richmond Hill to match Actual for clarity; and
2. Receive the Grant Thornton Report to the Board of Directors: Audit Strategy and Results, for the year ended December 31, 2023 for information.

CARRIED UNANIMOUSLY

9.2 2024 Q1 Strategic Plan Progress Report SRLIB24.12

Motion:

24:66

Moved by:

J. Cherniak

Seconded by:

M. Shahnazari

That the Richmond Hill Public Library Board receive the 2024 Q1 Strategic Plan Progress Report for information.

CARRIED UNANIMOUSLY

10.0 New Business

10.1 New Motions

10.1.1 CEO Recruitment / J. Cherniak

Motion:

24:67

Moved by:

J. Cherniak

Seconded by:

M. Shahnazari

That the Richmond Hill Public Library Board CEO Recruitment Committee be authorized to conduct a second round of interviews at their discretion and to make a recommendation for hiring to the Board, which shall have final approval. All Board members shall be invited to attend the second round of interviews as observers.

CARRIED UNANIMOUSLY

10.2 Correspondence

10.2.1 Email from American Library Association – dated June 11, 2024

RHPL receives John Cotton Dana Award for libraries that demonstrate outstanding strategic communications

10.3 Member Announcements

10.3.1 DEI Training / R. Fribance

11.0 Date of Next Meeting

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

Monday, July 8, 2024 @ TBC p.m. (following the Board CEO Recruitment Committee Meeting @ 1:00 p.m.) at City of Richmond Hill

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

Thursday, September 19, 2024 @ 4:00 p.m. at Central Branch

12.0 Adjournment

Motion:

24:68

Moved by:

Councillor C. Davidson

Seconded by:

S. Nasser

THAT the meeting be adjourned at 5:04 p.m.

CARRIED UNANIMOUSLY

Approved by:

Sugantha Raj

Vice-Chair

Robin Fribance

Interim CEO