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**WEDNESDAY, NOVEMBER 30, 2022**

5:30pm - 8:30pm

Via Zoom video conference

**1. Call to Order and Welcome**

The Richmond Public Library is located on the ancestral territory of the hən̓q̓əmi̓nəm̓ (hung – ka – me – num) speaking peoples.

Welcome to Councillor Chak Au as the Council Liaison to the Richmond Public Library Board and Michael Wolfe, Council Liaison (Alternate).

Thank you to Diane Cousar for two years of service as a Library Board Trustee.

**2. Approval of Agenda****3. Business Section**

- (a) Approval of Regular Meeting Minutes of October 26, 2022 Attached
- (b) Business Arising
- (c) Correspondence
  - i. November 22, 2022 – Letter from Chief Librarian to the Friends of the Library Attached
  - ii. November 25, 2022 – Letter from Chief Librarian to the Richmond Community Foundation Attached

**4. Presentations**

- (a) Steveston Community Centre and Library project presentation by HDR Architecture (*Mary Chow, Civic Principal and Anthea Ho, Architect*)

**5. Community**

- (a) Councillor's Report
- (b) Friends of the Library Report Verbal
- (c) Summary of Customer Comments Attached

**6. Board - Items for Decision and/or Discussion**

- (a) Adjusted 2023 Operating and Capital Budgets for the Richmond Public Library (*E. Yu and Finance Committee*) Attached

*Notice of Motion* THAT, the Richmond Public Library Board approves the adjusted 2023 Operating and Capital Budgets and the use of \$88,000 from the Budget Stabilization Fund to reduce the overall impact to the budget ask.

**7. Standing Items**

- (a) Roundtable Discussion Verbal
- (b) Steveston Community Centre and Branch Library None
- (c) InterLINK Report Verbal

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|---|-------------|
| (d) Finance Committee   | Item 6.0(a) |
| (e) Fund Development Committee                                    | Verbal      |
| (f) Governance Committee  | None        |
| (g) Strategic Planning Committee                                  | None        |
| (h) Trustee Recruitment Committee                                 | Verbal      |
| <b>8. <u>Chief Librarian's Report</u></b>                         | Verbal      |
| <b>9. <u>Operations</u></b>                                       |             |
| (a) Collections and Customer Service Delivery                     | Attached    |
| (b) Community Development and Service Design                      | Attached    |
| (c) Human Resources   | Attached    |
| (d) Innovation and Learning Development                           | Attached    |
| (e) Information Technology Operations                             | Attached    |
| (f) Marketing and Communications                                  | Attached    |
| <b>10. <u>Items for Information</u></b>                           |             |
| (a) Audit Planning Report for the year ending December 31, 2022   | Attached    |
| (b) Community Services Pop Ups Memo to Council                    | Attached    |
| (c) Thank You Message from Chief Librarian to Library Cardholders | Attached    |
| (d) Fund Development Committee Correspondence                     |             |
| i. Message to Donors 2019-2021                                    | Attached    |
| ii. Message to Donors 2022  | Attached    |
| (e) Friends of the Library  |             |
| i. 2022 Account Status Report                                     | Attached    |
| ii. 2022 Wishlist Update  | Attached    |
| <b>11. <u>Other Business/Discussions</u></b>                      |             |

**Next Meeting:** Wednesday, January 25, 2023 at 5:30pm

**Adjourn**

**Closed meeting to follow**