

WEDNESDAY, MARCH 27, 2024
5:30PM - 8:30PM
Brighthouse Library Board Room

Board Present:

Caty Liu, Chair
Denise Hui, Vice Chair
Chak Au, Council Liaison
Ashley Sandhu
Angeline Singh
Jennifer Gervès-Keen
Sherine Merhi
Yvonne Yong

Susan Walters, Chief Librarian and
Secretary to the Board

Regrets:

Debby Newton, FOL Chair

Staff Present:

Anne Bechard
Charles Leung
Eva Yu
Iris Lee
Lucy Fox
Shaneena Rahman

Wendy Jang, Coordinator of
Collections

1. Call to Order and Welcome

The meeting was called to order at 5:33pm, with C. Liu providing the welcome.

The Board Chair called for a minute of silence to remember a library employee.

2. Approval of Agenda

MOVED: THAT the agenda be approved as presented.

D.Hui/A.Singh.....CARRIED

3. Business Section

(a) Approval of Meeting Minutes

MOVED: THAT the minutes of the regular meeting of February 28, 2024, be approved as presented.

J. Gervès-Keen/S. Merhi.....CARRIED

(b) Business Arising

None.

(c) Correspondence

None.

4. Presentations

(a) Collection Development Strategy

Staff shared the updated collection strategy for Richmond Public Library (RPL), which will be shared with staff on the library's website; staff will be informed of its update, to share with the public. A review of the collections strategy is recommended for every strategic planning year.

MOVED: THAT the Richmond Public Library Board approve the allocation of \$272,000 from General Operating Surplus to 2024 Library Operating Budget.

A. Singh/S.Merhi.....CARRIED
B.

6. Standing Items

(a) Roundtable Discussion

- S. Merhi thanked library staff for their work on the Ramadan exhibition at Brighthouse library.
- J. Gervès-Keen attended Steveston library's book club and enjoyed it, noting the value of having a librarian steering meaningful conversations.
- C. Liu attended FOL's book sale earlier this month and was pleased to see other Trustees there; the sale is an important community tradition. Trustees discussed ways to share more information about FOL's sales (in-library signage, signage at book returns, etc.) and to clarify that Lynas Lane is a donation drop-off site. Staff noted that ongoing support for promotion is being offered to FOL.

(b) Steveston Community Centre and Library

Weekly meetings are still being held around the Steveston Community Centre and Library, with a report being worked on to share recommendations and operational plans with City Council. Recently, a presentation was made to this Planning Group on changes to the nearby park, and updates to the community centre and library space.

An update will be provided at an upcoming Board meeting about expected timelines for possession of the space.

(c) InterLINK Report

The next InterLINK meeting will be held on April 30.

(d) Finance Committee

None.

(e) Fund Development Committee

None.

(f) Governance Committee

Y. Yong shared that the committee is working on reviewing current RPL policies, establishing what further policies are required, and establishing a structure and timeline to complete the work. Further updates will be provided at an upcoming Board meeting.

(g) Strategic Planning Committee

The Board confirmed that Wednesday, May 8, will be the rescheduled date of the Strategic Planning Workshop, and understand that a four-hour time block will be required. C. Liu and S. Walters will connect with the project's consultants to discuss a specific workshop time, which will be shared with the Board promptly.

(f) Trustee Recruitment Committee

The committee has reviewed various options for filling the current vacancy on the board. At this time there is an uneven number of Board members. Cllr. Au inquired about appointing a Trustee, or reaching out to previous Trustees. Staff noted that that is a possibility, but often the time commitment can be difficult to re-engage with. At this time, the only option would be to re-post.

(e) Innovation and Learning Development

None.

(f) Information Technology Operations

None.

(g) Marketing and Communications

None.

9. Items Included for Information(a) Violence in the Workplace Prevention

The full documents are now available to Board members.

(b) Volunteer Appreciation Events

J. Gervès-Keen is able to support with both events, and is happy to speak on behalf of the Board. D. Hui and A. Singh are both able to attend the Thursday event.

(c) BCLTA AGM, April 24, 7:00pm

The agenda for the event is available on BCLTA's website. As the AGM falls on the same day as RPL's Board Meeting, arrangements can be made to have the Board call in following RPL's Board Meeting, if that would be of interest to the Trustees.

10. Other Business

None.

Next MeetingThe next Regular Board meeting is scheduled for **Wednesday, April 24, 2024, at 5:30pm.****Adjournment**

There being no further business, the Chair declared the meeting adjourned at 7:04pm.

CHAIR



CHIEF LIBRARIAN

