

WEDNESDAY, MARCH 26, 2025

5:30pm - 7:30pm

Brighthouse Library Board Room

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.

Special guests: RPL’s Teen Ambassadors
2. **Approval of Agenda** Attached
3. **Business Section**
 - (a) Approval of Regular Meeting Minutes of February 26, 2025 Attached
 - (b) Business Arising
 - i. March 5, 2025 – e-Motion carried: THAT the Richmond Public Library Board adopt the Library Board Committees Policy and the Terms of Reference for the Governance Committee, the Finance Committee and the Fund Development Committee as presented through email on March 3, 2025.
 - (c) Correspondence None
4. **Presentations**
 - (a) Teen Services (*L. Loceff, Teen Ambassadors and R. Abramoff*)
 - i. Teen Services Executive Summary Attached
5. **Community**
 - (a) Councillor’s Report Verbal
 - (b) Friends of the Library Report Verbal
 - (c) Summary of Customer Comments Attached
6. **Board - Items for Decision and/or Discussion**
 - (a) Finance Committee Executive Summary (*E. Yu*) Attached
 - i. 2024 KPMG Audit Finding Report and Audited Financial Statements Attached
 - ii. Draft Report to City Council Finance Committee Attached
 - iii. 2024 Surplus Carry Forward and Recommendations Attached

Notice of Motion THAT the Richmond Public Library Board approve the 2024 Financial Statements as presented, and that staff be directed to complete the report to City Council Finance Committee.

Notice of Motion THAT the Richmond Public Library Board approve the allocation of \$360,000 from General Operating Surplus as follows: \$260,000 to 2025 Library Operating Budget and \$100,000 to Library Enhancement for future projects.

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| <i>Notice
of
Motion</i> | <ul style="list-style-type: none"> (b) Board Policy (<i>J. Gervès-Keen</i>) <ul style="list-style-type: none"> i. B-GOV-03.4 – Trustee Recruitment Committee Terms of Reference <p>THAT the Richmond Public Library Board adopt the Terms of Reference for the Trustee Recruitment Committee.</p> <ul style="list-style-type: none"> (c) Board Representation for Upcoming Events and Programs (<i>A. Bechard</i>) <ul style="list-style-type: none"> i. Teen Very Short Story Adjudication Panel ii. Volunteer Recognition | <p>Attached</p> <p>Attached</p> <p>Attached</p> |
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- 7. Standing Items**
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| (a) Roundtable Discussion | Verbal |
| (b) Steveston Community Centre and Library Committee | Verbal |
| (c) InterLINK Report (<i>next meeting April 29</i>) | None |
| (d) Finance Committee | See 6.0a |
| (e) Fund Development Committee | None |
| (f) Governance Committee | See 6.0b |
- 8. Chief Librarian’s Report** Verbal
- 9. Operations**
- | | |
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| (a) Patron Point Launch Project Report | Attached |
| (b) Human Library Project Report | Attached |
| (c) Library Operations Highlight Report | Attached |
- 10. Items for Information**
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| (a) <u>Invitation</u> : Writer in Residence Welcome Event : April 5, 1:00pm, Richmond Cultural Centre Annex Living Room | Attached |
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- 11. Other Business/Discussions** None

Next Meeting: Wednesday, April 30, 2025 at 5:30pm

Adjourn

Closed Meeting to follow