

WEDNESDAY, MARCH 29, 2023**5:30PM - 7:30PM**Via Zoom video conference with In-person Option
Brighthouse Library Board RoomBoard Present:Caty Liu, Chair (virtual)
Chak Au, Council Liaison
Chaslenn Gillanders (virtual)
Denise Hui
Jordan Oye (virtual)
Nabeel Abrahani (virtual)
Rachel Ling (virtual)
Yvonne Yong (virtual)Staff Present:Anne Bechard
Charles Leung
Eva Yu
Iris Lee
Shaneena RahmanGuests:

Kate Adams, CUPE 718-05

Friends of the Library:

Betsy Blair, Chair

Susan Walters, Chief Librarian and
Secretary to the BoardRegrets:

Sherine Merhi, Vice Chair

1. Call to Order and Welcome

The meeting was called to order at 5:32pm with C. Liu providing the welcome.

2. Approval of Agenda

MOVED: THAT, the agenda be approved as presented.

D. Hui/R. Ling.....CARRIED

3. Business Section**(a) Approval of Meeting Minutes**

MOVED: THAT, the minutes of the regular meeting of February 22, 2023 be approved as presented.

D. Hui/Y. Yong.....CARRIED

(b) Business Arising

None.

(c) Correspondence

- i. March 5, 2023 – Letter from Dave Frank, Chair, Richmond Community Foundation re 2022 Fund Statement
- ii. March 10, 2023 – Donation letter from Shirley Barnett and Philip Dayson
- iii. March 23, 2023 – Thank you letter to Shirley Barnett and Philip Dayson

No comments or questions.

4. Presentation

No presentation this month.

5. Community

(a) Councillor's Report

Board trustee C. Gillanders inquired as to Steveston Community Centre and Library Community Art Project and if there was a direct reach out to Musqueam artists. S. Walters shared that her understanding is that the intent is to share the opportunity broadly with artists, including Musqueam artists. The board noted that if the search for artist submissions is always done the same way, it would be beneficial to reach out more directly to specific community.

R. Ling inquired as to how the project would reach out to the Japanese community and noted that that 2-3 board representatives could be on the art committee. S. Walters clarified that S. Merhi is on the committee and J. Oye indicated that having a larger group would slow down the process, so a decision was made to limit representation to one trustee. S. Walters mentioned that the board is encouraged to share the opportunity within their networks to expand the reach to all community who may be interested.

(b) Friends of the Library (FOL) Report

B. Blair reported that the FOL had their first post-pandemic book sale at Thompson Community Centre and the event was well attended by community. Volunteers, including Board chair, C. Liu, very immensely helpful. Expenses have almost tripled so sales profits were not as large as they have been at past events. S. Walters added that the Library Facebook page had a comment about when the next large sale will be and individuals are very happy and excited for the sales to return.

(c) Summary of Customer Comments

D. Hui had a question regarding the threat of protest and asked for a status update. S. Rahman indicated that library staff followed our regular process, responding to the request for reconsideration, as well as responding to the customer. There was no protest and no further contact from the individual.

6. Board – Items for Decision and/or Discussion

(a) Finance Committee Meeting Summary

- i. 2022 KPMG Audit Findings Report and Audited Financial Statements
- ii. Draft Report to City Council Finance Committee
- iii. 2022 Surplus Carry Forward

The finance committee, S. Walters and E. Yu met with KPMG to discuss the audit findings report and audited financial statements. It was a clean audit and there were no questions or comments to bring to the board's attention.

MOVED: THAT, the Richmond Public Library Board approve the 2022 Financial Statements as presented, and staff be directed to complete the report to City Council Finance Committee

R. Ling/N. Abrahani.....CARRIED

7. Standing Items

(a) Roundtable Discussion

Board indicated some issues with library Board email addresses. IT staff will be looking at this and staff will address any technical difficulties reported.

(b) Steveston Community Centre and Library

The project team continues to meet and are at the 90% completion stage, with upcoming meetings focussed on internal colours and millwork. Public engagement will continue with a city created project webpage and a callout to community to help an artist create art for fencing scrim.

(c) InterLINK Report

Board updated that the next meeting is in early April and that Michael Burris, Executive Director of InterLINK, is retiring this spring.

(d) Finance Committee

No Update

(e) Fund Development Committee

No update

(f) Governance Committee

No update

(g) Strategic Planning Committee

S. Rahman commented that the Library Strategic Plan RFP is open for bidding, with a closing date of April 6, which could be extended by 10 days if needed. The library received a number of questions from potential bidders and over two dozen expressions of interest have been received. C. Liu confirmed that J. Oye, C. Gillanders and N. Abrahani represent the board on the Strategic Planning Committee and will lead the RFP review and selection process.

8. Chief Librarian's Report

S. Walters expressed thanks to S. Rahman and the management team for their leadership during her March vacation. She also spoke to the announcement of one-time provincial funding of \$45 million dollars to be shared across the public library sector over the next 3 years. This is great news for our sector, but the work of the BC Public Library Partners, library trustees and staff is only beginning. There is still much to do to advocate for secure, stable and permanent increased core provincial funding for libraries. MLA H. Yao and Minster Kang will be meeting with the Chief Librarian and Board Chair on Friday to learn more about our library and how this funding will benefit our community. When available, information about the funding disbursement will be shared with the board.

9. Operations

(a) Collections and Customer Service Delivery

No questions.

(b) Community Development and Service Design

No questions.

(c) Innovation and Learning Development

No questions.

(d) Information Technology Operations

No questions.

(e) Marketing and Communications

No questions.

10. Items Included for Information

(a) NewToBC Library Champions Celebration

S. Walters shared that Richmond public Library was one of the first libraries involved with the NewToBC Library Champions program. The event to honour library champions will be downtown at Vancouver Public Library this year and Board trustees are welcome to attend this and future events. Librarian Y. Zhang is the lead on this program and she will be representing RPL. In response to a question from the board, S. Walters noted that this annual celebration has been on hold throughout the pandemic and A. Bechard confirmed that our library supports two library champions cohorts per year.

11. Other Business

None.

Next Meeting

The next Regular Board meeting is scheduled for **Wednesday, April 26, 2023 at 5:30 pm.**

Adjournment

There being no further business, the Chair declared the meeting adjourned at 6:09 pm.

CHAIR



CHIEF LIBRARIAN

