

WEDNESDAY, MARCH 30, 2022

5:30pm - 7:30pm

Via Zoom videoconference

1. Call to Order and Welcome

The Richmond Public Library is located on the ancestral territory of the hən̓q̓əmi̓nəm̓ speaking peoples.

Guests: Ed Gavsie, President and CEO of Richmond Cares, Richmond Gives (RCRG)
Dean Cardno, Treasurer and Chair of the Finance Committee (RCRG)

2. Approval of Agenda

3. Business Section

- (a) Approval of Regular Meeting Minutes of February 23, 2022 Attached
- (b) Business Arising
- (c) Correspondence
 - i. Letter from Dave Frank, Chair, Richmond Community Foundation re: 2021 Fund Statement Attached

4. Presentations

- (a) Richmond Community Foundation (*E. Gavsie and D. Cardno*)

5. Community

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

6. Board – Items for Decision/Discussion

- (a) KPMG Audit Findings Report and 2021 Audited Financial Statements Attached
 - i. 2021 Audit – Executive Summary (*Finance Committee, C. Liu*) Attached
 - ii. Draft Report to City Council Finance Committee (*S. Walters*) Attached

Notice of Motion THAT, the Richmond Public Library board approve the 2021 Financial Statements as presented, and the staff be directed to complete the report to City Council Finance Committee

- (b) 2021 Surplus Carry Forward (*V. Lai*) Attached

Notice of Motion THAT, the Richmond Public Library Finance Committee move \$47,000 from General Operating Surplus to 2022 Library Operating Budget

Notice of Motion THAT, the Richmond Public Library Finance Committee allocate \$280,000 from General Operating Surplus to Budget Stabilization

- (c) 2021 Provincial Public Library Grant Report Attached

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7. **Standing Items**
- (a) Roundtable Discussion
 - (b) InterLINK
 - (c) Fund Development Committee
 - (d) Governance Committee
 - (e) Strategic Planning Committee
8. **Chief Librarian's Report** Verbal
9. **Operations**
- (a) Collections and Customer Service Delivery (*S. Rahman*) Attached
 - (b) Community Development and Service Design (*A. Bechard*) Attached
 - (c) Innovation and Learning Development (*A. Bechard*) Attached
 - (d) Information Technology Operations (*V. Lai*) Attached
 - (e) Marketing and Public Relations (*A. Bechard*) Attached
10. **Items for Information**
- (a) Going Fine Free – Metrics Attached
 - (b) Special Collection on Chinese Culture Attached
 - (c) BC Library Conference, April 19-22
 - (d) 2022 Board Work Plan Progress Attached
11. **Other Business**

Next Meeting: Wednesday, April 27, 2021, 5:30pm

Adjourn

Closed meeting to follow