

WEDNESDAY, APRIL 27, 2022**5:30PM - 8:30PM**

Meeting held via Zoom videoconference

Board Present:

Jordan Oye, Chair
Caty Liu, Vice Chair
Chaslenn Gillanders
Denise Hui
Diane Cousar
Nabeel Abrahani
Rachel Ling
Sherine Merhi
Linda McPhail, Council Representative

Susan Walters, Chief Librarian and
Secretary to the Board

Staff Present:

Anne Bechard
Iris Lee
Linden Jessome
Shaneena Rahman
Victor Lai

Guests:

Kate Adams, CUPE 718-05

Friends of the Library:

Betsy Blair, Chair

1. Call to Order and Welcome

The meeting was called to order at 5:30pm with J. Oye providing the welcome.

2. Approval of Agenda

MOVED: THAT, the agenda be approved as presented.

S. Merhi/R. Ling.....CARRIED

3. Business Section

- (a) To facilitate participation in Board meetings due to the extraordinary circumstances of COVID-19, it is recommended to extend the suspension of Board Policy 3.2.1.1 for another period of up to six (6) months.

THAT, the Richmond Public Library Board agrees to suspend Board Policy 3.2.1.1 an additional six (6) months beginning April 27, 2022 to September 28, 2022 to allow board members and guests to attend board meetings via electronic means and retain full participation rights and voting privileges.

S. Merhi/N. Abrahani.....CARRIED

- (b) Approval of Meeting Minutes

MOVED: THAT, the minutes of the regular meeting of March 30, 2022 be approved as presented.

C. Liu/D. Hui.....CARRIED

- (c) Business Arising

None.

- (d) Correspondence

None.

4. Presentation

No presentation scheduled for this meeting.

5. Community**(a) Councillor's Report**

L. McPhail added that the City of Richmond has invited residents to explore the interactive 2022 Capital Projects Highlight which launched online today. The City's current priority infrastructure projects, transportation, parks and more can be accessed via LetsTalkRichmond on any digital device.

The City of Richmond has appointed Jim Wishlove as the new Fire Chief of Richmond Fire-Rescue effective May 1, 2022. More information can be found in the City's press release and on their website.

The Finance Committee will meet on May 2, 2022. The presentation of the library's audited financial statements will be on the agenda for this meeting.

(b) Friends of the Library (FOL) Report

The Cambie Branch hosted their first sale of the year last Saturday and Sunday. The sale was well attended with many books being sold.

B. Blair noted that the contractor for the renovations is ready to proceed. All outstanding requirements have been met, except for a signed letter of authorization from the building owner. Once the letter is received, the renovations can commence.

(c) Summary of Customer Comments

No comments or questions on this report.

6. Board – Items for Decision and/or Discussion**(a) Draft Statement of Financial Information**

V. Lai highlighted the three components of the statement which are relevant to the library: the financial statements, the remunerations and expenses containing salaries and board expenses, and the schedule of payments for goods and services.

No comments or questions surrounding the statement.

7. Standing Items**(a) Roundtable Discussion**

S. Merhi shared that she recently attended the Ramadan Storytime. She expressed how much she enjoyed the program and thanked staff for their hard work.

D. Hui attended the BC Library Conference online. She shared that the conference was a great resource and included interesting sessions on strategic planning and community outreach. Sessions from the conference will be made available to watch for up to 3 months for registered participants.

J. Oye shared that work on the Steveston Community Centre and Library Branch project continues. An architectural design group includes library staff, J. Oye and D. Hui to act as a key stakeholder voice in the project. J. Oye informed the board there may be additional opportunities for them to participate via smaller working groups dedicated to specific topics. Information will be shared when those specific topics arise.

- (b) InterLINK Report
No meeting scheduled in April.
- (c) Fund Development Committee
The next meeting is scheduled for May 13, 2022.
- (d) Governance Committee
The next meeting is scheduled for May 11, 2022.
- (e) Strategic Planning Committee
The next meeting is scheduled May 5, 2022.

8. **Chief Librarian's Report**

S. Walters shared that she was also in attendance for the BCLA conference. She shared highlights from various sessions such as Truth and Reconciliation, anti-racism, and intellectual rights and freedoms. S. Walters will share key takeaways with staff to support their planning and delivery of services.

ABCPLD hosted their Spring AGM last week. As Chair, S. Walters is excited to work with the ABCPLD Board to represent and advocate on behalf of the 71 public library directors across BC to increase and stabilize provincial funding. Leigh Anne Palmer, the new Executive Director, brings a new perspective and is a huge support to the work of the association.

A new Manager of Information Technology, Charles Leung will be joining the library this week.

9. **Operations**

(a) Collections and Customer Service Delivery

In response to a question from D. Cousar, S. Rahman provided additional information around the Special Collection of Chinese Culture.

In response to a question from D. Hui, S. Rahman explained that the Francophone Collection is a shared resource with librarian input from across the province. She also added that titles of materials in our other digital collections can be reviewed by our staff and removed, if necessary.

(b) Community Development and Service Design

No comments or questions on this report.

(c) Innovation and Learning Development

No comments or questions on this report.

(d) Information Technology Operations

No comments or questions on this report.

(e) Marketing and Public Relations

J. Oye wants to ensure the board has a good grasp of the library's marketing efforts and specifically the social media efforts and plans. J. Oye wants to make sure that as the board makes inroads with advocacy in the community, they also have consistent and aligned messaging to use. J. Oye is requesting more tactical information on the social media plan such as: what is the overall strategy, how can we communicate with the public, and what is that public messaging. This feedback will be shared with staff and a revised report will be brought forward to an upcoming meeting.

10. Items Included for Information

(a) Collaborative Projects Memorandum

No comments or questions on this memorandum.

(b) Opening of McLean Neighbourhood Park Storywalk

The launch of the new Storywalk in McLean Neighbourhood Park is slated for May 19, 2022 at 10:30am. Mayor Malcom Brodie will be in attendance along with members of the Rotary Club and a class from Hamilton Elementary School. This permanent installation will celebrate both physical and traditional literacy. *Orca Chief* has been selected as first story of the circuit. The board is welcome to attend this event.

(c) Donor Appreciation for Hiking ExplorePACKs

The board is also welcome to attend this event and more information will be provided when location and date is determined, sometime in late May or early June.

11. Other Business

None.

Next Meeting

The next Regular Board meeting is scheduled for **Wednesday, May 25, 2022 at 5:30pm.**

Adjournment

There being no further business, the Chair declared the meeting adjourned at 6:01pm.

CHAIR _____



CHIEF LIBRARIAN _____

