



The Richmond Hill Public Library Board

Thursday, February 15, 2024

MINUTES

The Richmond Hill Public Library Board held a regular meeting on Thursday, February 15, 2024 at 4:00 p.m. in the boardroom at Central Branch, 1 Atkinson Street, Richmond Hill, Ontario.

Present: Stephen Chait, Chair
Jason Cherniak
Councillor Carol Davidson - remote
Councillor Castro Liu - remote
Sadra Nasseri
Sugantha Raj, Vice Chair - remote
Mona Shahnazari - remote
Councillor Scott Thompson - remote

Staff: Yunmi Hwang, Interim CEO and Director, Branch & Customer Experiences
Robin Fribance, Director, Strategy & Service Innovation
Shawn Dillon, Finance Administrative Assistant
Susan Quinn, Executive Assistant & Governance Coordinator

Shaun McDonough, Business Intelligence & Data Analyst

Sherry Adams, City of RH, Commissioner, Corporate & Financial Services

Ana Hunt, City of RH, HR Business Partner

Stephen M.A. Huycke, City of RH, Director, Legislative Services/City Clerk

Gigi Li, City of RH, Director, Financial Services & Treasurer

Tracey Steele, City of RH, Commissioner, Community Services

1.0 Call to Order

The Chair called the meeting to order at 4:00 p.m.

2.0 Land Acknowledgement read by Board Chair

3.0 Regrets

Sofia Ma

4.0 Adoption of Agenda

Motion:

24:20

Moved by:

S. Chait

Seconded by:

Councillor C. Liu

THAT the Agenda of February 15, 2024 as amended by Y. Hwang to adjust item 10.1 to read Personal matters about an identifiable individual, and labour relations or employee negotiations, and S. Chait to add a motion declaring that

Board members in attendance by Zoom will be permitted to participate in the In Camera meeting, be adopted.

CARRIED UNANIMOUSLY

5.0 Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest.

6.0 Approval of Consent Agenda Items

Motion:

24:21

Moved by:

S. Chait

Seconded by:

S. Nasser

THAT the Richmond Hill Public Library Board approves the consent agenda, as amended by S. Chait to pull items 9.2 and 9.3 for discussion.

CARRIED UNANIMOUSLY

7.0 Minutes

7.1 Library Board Draft Minutes – January 18, 2024 (Adopted by Consent)

Motion:

24:22

Moved by:

S. Chait

Seconded by:

Councillor C. Liu

THAT the Draft Minutes of January 18, 2024 be adopted.

CARRIED UNANIMOUSLY

7.2 Library Board Special Meeting Draft Minutes – February 1, 2024

(Adopted by Consent)

Motion:

24:23

Moved by:

S. Chait

Seconded by:

Councillor C. Liu

THAT the Library Board Special Meeting Draft Minutes of February 1, 2024 be adopted.

7.3 Library Board Master Plan Steering Committee Draft Minutes –

February 6, 2024 (Received by Consent)

Motion:

24:24

Moved by:

S. Chait

Seconded by:

Councillor C. Liu

THAT the Library Board Master Plan Steering Committee Draft Minutes of February 6, 2024 be received.

CARRIED UNANIMOUSLY

8.0 Presentation

8.1 RHPL 2024-2039 Master Plan Update

Yunmi Hwang, Director, Branch & Customer Experiences

Caitlin Schultz, Associate Urban Designer and Planner, BrookMcIlroy

9.0 Reports

9.1 2024 Final RHPL Operating Budget with Adjustments SRLIB24.03

Motion:

24:25

Moved by:

S. Nasser

Seconded by:

M. Shahnazari

THAT the Richmond Hill Public Library Board receive the 2024 Final RHPL Operating Budget with Adjustments Report for information.

CARRIED UNANIMOUSLY

9.2 RHPL Master Plan SRLIB24.04

Motion:

24:26

Moved by:

S. Chait

Seconded by:

J. Cherniak

THAT the Richmond Hill Public Library Board accept the Library Facilities Master Plan presentation for information.

CARRIED UNANIMOUSLY

9.3 2023 Q4 Strategic Plan Progress Report SRLIB24.05

Motion:

24:27

Moved by:

S. Chait

Seconded by:

J. Cherniak

THAT the Richmond Hill Public Library Board receive the 2023 Q4 Strategic Plan Progress Report for information.

CARRIED UNANIMOUSLY

Motion:

24:28

Moved by:

S. Chait

Seconded by:

S. Nasser

THAT the Richmond Hill Public Library Board approve that Board members in attendance by Zoom will be permitted to participate in the In Camera meeting.

CARRIED UNANIMOUSLY

10.0 Resolution to Move Into Closed Session to consider matters relating to:

10.1 Personal matters about an identifiable individual, and labour relations or employee negotiations

Motion:

24:29

Moved By:

S. Chait

Seconded by:

S. Nasser

THAT the Board appoint Stephen M.A. Huycke, City of Richmond Hill City Clerk, Acting Secretary to the Board for the remainder of the February 15, 2024 meeting.

CARRIED UNANIMOUSLY

Motion:

24:30

Moved By:

S. Chait

Seconded by:

J. Cherniak

THAT the Board move into Closed Session for a Personal matters about an identifiable individual, and labour relations or employee negotiation.

CARRIED UNANIMOUSLY

At 5:00 p.m. the Board moved into Closed Session.

11.0 Resolution to Reconvene in Open Session

Motion:

24:31

Moved By:

S. Chait

Seconded by:

S. Nasser

THAT the Board reconvene into Open Session.

CARRIED UNANIMOUSLY

At 5:50 p.m. the Board returned to Open Session

12.0 Adoption of Recommendations Arising from Closed Session (if any)

Motion:

24:32

Moved By:

S. Chait

Seconded by:

J. Cherniak

THAT the Board, through the City of Richmond Hill’s Human Resources Department, retain the services of an executive search firm for the purpose of leading the recruitment of a permanent Chief Executive Officer (“CEO”).

THAT the executive search firm be required to obtain the Board’s consent on any job description or posting, and the process to select a permanent CEO.

CARRIED UNANIMOUSLY

13.0 New Business

13.1 New Motions

None

13.2 Correspondence

None

13.3 Member Announcements

13.3.1 OLA Super Conference Overview/Discussion – ELT

13.3.2 BiblioCommons Launch – R. Fribance

14.0 Date of Next Meeting

The next Regular Meeting of the Library Board will be held on:

Thursday, April 18, 2024 @ 4:00 p.m. at Central Branch.

15.0 Adjournment

Motion:

24:33

Moved by:

S. Chait

Seconded by:

Councillor C. Liu

THAT the meeting be adjourned at 5:56 p.m.

CARRIED UNANIMOUSLY

Approved by:

Stephen Chait
Chair

Yunmi Hwang
Interim CEO

Stephen M. A. Huycke
Acting Secretary