



THE RICHMOND HILL PUBLIC LIBRARY BOARD

THURSDAY, APRIL 20, 2017

MINUTES

The Richmond Hill Public Library Board held its regularly scheduled meeting on Thursday, April 20, 2017 in the Boardroom at Central Library, 1 Atkinson Street, Richmond Hill, Ontario.

Present: David Bishop, Chair
Adam Grachnik
Shelagh Harris
Gwen Johnstone
Martin Zegray, Vice Chair

Staff: Barbara Ransom, Director, Customer Experiences, Acting CEO
Mary Jane Celsie, Director, Content
Catherine Charles, Director, Community Connections
Yunmi Hwang, Director, Technologies
Karen Wales, Manager, Customer Services
Brock Smith, Contract Marketing and Communications Coordinator
Susan Quinn, Business Services Assistant

1.0 Call to Order

The Chair called the meeting to order at 7:30 p.m.

2.0 Regrets

Councillor Greg Beros
Councillor Castro Liu
Regional & Local Councillor Brenda Hogg
Nighat Sukhera

3.0 Adoption of Agenda

17:32 **Moved by: G. Johnstone** **That** the Agenda of April 20, 2017 be
Seconded by: M. Zegray adopted
CARRIED

4.0 Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest.

5.0 Minutes

.1 **Library Board Meeting** March 9, 2017

17:33 **Moved by: S. Harris** **That** the Minutes of March 9, 2017 be
Seconded by: M. Zegray adopted
CARRIED

6.0 Correspondence

No correspondence for April.

7.0 Reports

.1 **2017 First Quarter Operations Report SRLIB17.14** A report was issued prior to the meeting, and presented by M.J. Celsie, Director, Content

17:34 **Moved by: S. Harris** **That** the *2017 First Quarter Operations*
Seconded by: A. Grachnik *Report* to March 31, 2017 be received as
CARRIED information

.2 **2017 First Quarter Use Indicators Report SRLIB17.15** A report was issued prior to the meeting, and presented by Y. Hwang, Director, Technologies

17:35 **Moved by: M. Zegray** **That** the *2017 First Quarter Use Indicators*
Seconded by: A. Grachnik *Report* to March 31, 2017 be received as
CARRIED information

.3 2017 First Quarter Financial Report SRLIB17.16

A report was issued prior to the meeting, and presented by B. Ransom, Director, Customer Experiences

**17:36 Moved by: M. Zegray
Seconded by: S. Harris
CARRIED**

That the *2017 First Quarter Financial Report* to March 31, 2017 be received as information; and

That the Library Board approve the closure of the following completed capital projects, with \$4,276.82 returned to the Reserves:

- 905-8913014120 – 2013 Public Seating & Assessibility Worksations IS (\$2,611.68 return to reserves)
- 905-8913034120 – 2013 Tables & Chairs CS (\$0 return to reserves)
- 905-8915044170 – 2015 Selfchecks CE/RG & ILS Peripherals TE (\$1,665.14 return to reserves)

.4 2016 Richmond Hill Public Library Community Report SRLIB17.17

A report was issued prior to the meeting, and presented by C. Charles, Director, Community Connections

**17:37 Moved by: S. Harris
Seconded by: G. Johnstone
CARRIED**

That the *2016 Richmond Hill Public Library Community Report* dated April 20, 2017 be approved

.5 Fees and Service Charges Policy Report SRLIB17.18

A report was issued prior to the meeting, and presented by K. Wales, Manager, Customer Services

**17:38 Moved by: M. Zegray
Seconded by: G. Johnstone
CARRIED**

That the revised *Fees & Service Charges Policy and Related Policies Report* including *Filming and Photography, Meeting Room Rental, Payment and Refund and Proctering Policies*, dated April 20, 2017 be approved

8.0 Member Announcements

B. Ransom reminded the Board that the annual Art's Contest Celebration is taking place at Central Library on Wednesday, May 10, 2017.

The Chair reminded the Board that the self-assessment review suggestions should be submitted so that they may be ready for review at the next meeting.

9.0 Date of Next Meeting

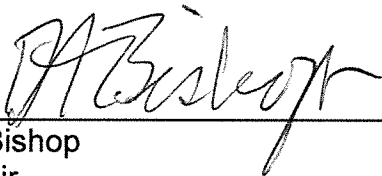
The next **Library Board Meeting** will be held: **Thursday, May 18, 2017 at 7:30 p.m.**

10.0 Adjournment

**17:39 Moved by: M. Zegray
Seconded by: A. Grachnik
CARRIED**

That the meeting be adjourned at 8:08 p.m.

Respectfully submitted,



D. Bishop
Chair



B. Ransom
Acting Chief Executive Officer