

The Richmond Hill Public Library Board  
Thursday, October 18, 2018

## **MINUTES**

The Richmond Hill Public Library Board held its regularly scheduled meeting on Thursday, October 18, 2018 in the Boardroom at Central Library, 1 Atkinson Street, Richmond Hill, Ontario.

**Present:** Gwen Johnstone, Vice-Chair

Marj Andre

Stephen Chait

Shelagh Harris

Alicia Lauzon

Nighat Sukhera

**Staff:** Louise Procter Maio, Chief Executive Officer

Mary Jane Celsie, Director, Content

Catherine Charles, Director, Community Connections

Barbara Ransom, Director, Customer Experiences

Nusrat Ahmed, Manager, Business Services

Franca Perri, Administrative Assistant

### **1.0 Call to Order**

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

## **2.0 Regrets**

David Bishop, Chair

Adam Grachnik

Regional and Local Councillor Brenda Hogg

Councillor Castro Liu

### **Absent**

Councillor Greg Beros

## **3.0 Adoption of Agenda**

### **Motion:**

18:89

### **Moved By:**

N. Sukhera

### **Seconded by:**

S. Harris

**THAT** the Agenda of October 18, 2018 be adopted.

**CARRIED**

## **4.0 Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest.

## **5.0 Minutes**

### **5.1 Library Board Minutes – September 20, 2018**

### **Motion:**

18:90

**Moved By:**

S. Harris

**Seconded by:**

M. Andre

**THAT** the Minutes of October 18, 2018 be adopted.

**CARRIED**

**5.2 Art Committee Minutes – October 4, 2018**

**Motion:**

18:91

**Moved By:**

A. Lauzon

**Seconded by:**

N. Sukhera

**THAT** the Art Committee Minutes of October 4, 2018 be adopted.

**CARRIED**

**6.0 Correspondence**

- 6.1 Letter from Daisy Wai, MPP  
Re: Richmond Hill Public Library 2017 Community Report
- 6.2 Posting from Richmondhill.ca  
Re: Oak Ridges Library Update
- 6.3 Article from YorkRegion.com  
Re: Library Project in Richmond Hill

**Motion:**

18:92

**Moved By:**

S. Chait

**Seconded by:**

A. Lauzon

**THAT** the correspondence be received as information.

**CARRIED**

**7.0 Reports**

Accessible documents can be accessed through the [RHPL website > About Us > Library Board](#)

**7.1 2018 Third Quarter Operations Report – SRLIB18.41**

A report was issued prior to the meeting and was presented by Louise Procter Maio, Chief Executive Officer.

**Motion:**

18:93

**Moved By:**

S. Chait

**Seconded by:**

N. Sukhera

That the *2018 Third Quarter Operations Report* to September 30, 2018 be received as information.

**CARRIED**

**7.2 2018 Third Quarter Use Indicators Report – SRLIB18.42**

A report was issued prior to the meeting and was presented by Louise Procter Maio, Chief Executive Officer.

**Motion:**

18:94

**Moved By:**

M. Andre

**Seconded by:**

A. Lauzon

That the *2018 Third Quarter Use Indicators Report* to September 30, 2018 be received as information.

**CARRIED**

**7.3 2018 Third Quarter Financial Report – SRLIB18.43**

A report was issued prior to the meeting and was presented by Nusrat Ahmed, Manager, Business Services.

**Motion:**

18:95

**Moved By:**

S. Chait

**Seconded by:**

N. Sukhera

That the *2018 Third Quarter Financial Report for the period ending September 30, 2018* be received as information; *and*

That the Library Board approve the closure of the following completed capital project, with \$6,506 returned to the Reserves:

905-8916014170 – 2016 Self-Check Out TE (\$6,506 return to reserves)

**CARRIED**

**7.4 Volunteer Policy Report – SRLIB18.44**

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

**Motion:**

18:96

**Moved By:**

M. Andre

**Seconded by:**

S. Harris

That the Volunteer Policy dated October 18, 2018 be approved.

**CARRIED**

**7.5 Art Policy Report – SRLIB18.45**

A report was issued prior to the meeting and was presented by Mary Jane Celsie, Director, Content.

**Motion:**

18:97

**Moved By:**

A. Lauzon

**Seconded by:**

M. Andre

That the Public Art Policy dated October 18, 2018 be approved.

**CARRIED**

**8.0 Member Announcements**

The CEO noted that, Mayor Barrow presented a plaque to Central Library in recognition of its 25<sup>th</sup> Anniversary, at the OPLW event.

**9.0 Date of Next Meeting**

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

**Thursday, November 15, 2018 at 7:30 p.m.**

**10.0 Adjournment**

**Motion:**

18:98

**Moved By:**

S. Chait

**Seconded by:**

N. Sukhera

**THAT** the meeting be adjourned at 8:25 p.m.

**CARRIED**

Respectfully submitted,

“Signed version on file in the Administration Offices”

G. Johnstone  
Vice-Chair

L. Procter Maio  
Chief Executive Officer