



A Regular Meeting of
the Richmond Hill Public Library Board
will be held in the boardroom at Central Branch
on Thursday, March 26, 2026 at 4:00pm

AGENDA

1.0 Call to Order

2.0 Land Acknowledgement read by Board Chair

We are gathering on lands that have been home to First Nations Peoples from time immemorial. We acknowledge that what we now call Richmond Hill is on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation and the Mississauga and Chippewa Nations of the Williams Treaty. We also recognize that we are on part of the traditional territories of the Haudenosaunee and the Huron Wendat.

We would also like to acknowledge all First Nation, Inuit and Métis peoples from across North America, also known as Turtle Island, who now reside in the City of Richmond Hill. We are committed to rebuilding constructive and cooperative relationships.

3.0 Regrets

4.0 Opening Remarks - Board Chair

4.1 Adoption of Agenda

5.0 Disclosure of Pecuniary Interest and the General Nature Thereof

6.0 Delegations

None

7.0 Approval of Consent Agenda Items

All Consent Agenda Items (*) are considered to be routine, which require no discussion or debate, and are recommended for approval by the Chair. They may be enacted in one motion or any item may be held for discussion.

7.1 Library Board Draft Minutes – February 19, 2026*

7.2 CULC Social Impact Study* <https://culc.ca/project/social-impact-study/>

- Bruce to review in CEO updates

8.0 Reports

8.1 Interactive Sensory Light Wall Installation Report SRLIB 26.04

8.2 Collection Development Policy Update Report SRLIB 26.05

9.0 Presentations

10.0 New Business

10.1 New Motions

11.0 CEO Updates

12.0 Date of Next Meeting

The next Regular Meeting of the Library Board

Proposed date: Thursday, April 23, 2026 @ 4:00 p.m. at Central Branch

13.0 Adjournment

*Please advise Bruce Gorman or Toula Myriklis of regrets
for attendance by noon of the day of the meeting at e-mail:
bgorman@rhpl.ca and tmyriklis@rhpl.ca*



DRAFT MINUTES

The Richmond Hill Public Library Board held a regular meeting on Thursday, February 19, at 4:00 p.m. via teleconference and at the Central Branch, Richmond Hill, Ontario.

Present: Mona Shahnazari, Chair
Jennifer Paige, Vice Chair
Stephen Chait
Jason Cherniak
Councillor Carol Davidson
Councillor Castro Liu
Jacqueline Spence
Councilor Scott Thompson
Shelly Wu
Bruce Gorman

Staff: Joshua Dyer, Director, Collections & Community Engagement
Yunmi Hwang, Director, Branch & Customer Experiences
Shawn Dillon, Finance & Administrative Assistant
Toula Myriklis, Executive Assistant & Governance Coordinator

Guests: Jordan Lynam, Manager Content & Community Engagement
Emma Kristensen, Librarian, Content

1.0 Call to Order

2.0 Land Acknowledgement read by Board Chair

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We would also like to acknowledge all First Nation, Inuit and Métis peoples from across North America, also known as Turtle Island, who now reside in the City of Richmond Hill. We are committed to rebuilding constructive and cooperative relationships.

3.0 Regrets

No regrets received

4.0 Opening Remarks Board Chair

The board chair acknowledged that 2025 ended well for the library with many successful events taking place. The mayor's mention of the library at the city council meeting in November speaks volumes to the relationship being developed with the city.

The chair welcomed new board member Jacqueline Spece to the library board. Ms. Spence provided introductory remarks; members introduced themselves and also welcomed Ms. Spence.

4.1 Adoption of Agenda

MOTION: 26:01 THAT the RHPL Board adopt the agenda for the February 19th meeting.

Moved by: C. Davidson

Seconded by: S. Chait

Carried

5.0 Disclosure of Pecuniary Interest and the General Nature Thereof

None

6.0 Delegations

None

7.0 Approval of Consent Agenda Items

All Consent Agenda Items (*) are considered to be routine, which require no discussion or debate, and are recommended for approval by the Chair. They may be enacted in one motion or any item may be held for discussion.

7.1 Library Board Draft Minutes – October 16, 2025*

**7.2 Library Board Intellectual Freedom Steering Committee Minutes
November 20, 2025***

7.3 Library Board Meeting Dates January to December 2026*

It was clarified that J. Cherniak was present at the October 16th meeting; the minutes to reflect the correction.

MOTION: 26:02 THAT the Richmond Hill Library Board approves the consent agenda

Moved by: C. Davidson

Seconded by: J. Paige

Carried

8.0 Reports

8.1 2025 Q3 Financial Report SRLIB 26.01

MOTION: 26:03 THAT the Richmond Hill Public Library Board Receive the 2025 Third Quarter (Q3) Financial Report for the period ending September 30, 2025.

Moved by: J. Cherniak

Seconded by: J. Paige

Carried

8.2 Revised Room Rental Rates Report SRLIB 26.02

MOTION: 26:04 THAT the Richmond Hill Public Library board approve the proposed revised room rental rates.

Moved by: S. Chair

Seconded by: C. Davidson

Carried

8.3 Creating Vibrant Kids' Corners Through Play-based Learning SRLIB 26.03

MOTION: 26:05 THAT the Richmond Hill Public Library Board approve a \$40,000 capital expenditure from the Library's Development Charges to fund the expansion of standardized, research-informed toy collections to all Kids' Corners across Richmond Hill Public Library Branches

Members discussed the potential risks arising from the proposal, the impact on staff and customers. The planned roll out for the project will be over the next year.

Moved by: C. Davidson

Seconded by: J. Spence

Motion Carried (8 in favor, 1 opposed)

9.0 Presentations

9.1 Toys with Impact: Creating Vibrant Kids' Corners

A presentation was provided by Jordan Lynam, Manager, Content & Community Engagement and Emma Kristensen, Librarian, Content.

10.0 New Business

10.1 New Motions

11.0 CEO Updates – B. Gorman

B. Gorman provided updates since the October board meeting. Key items of note included the progress on the Operating Agreement with the City, renovations of the Children's Area at Oak Ridges, development of Dave Barrow square, master facility planning related to north Leslie project, visits of MPs Costas Menegakis and MP Vincent Ho to the central branch during Ontario Library week, a visit of Councillor Cilevitz to central branch, the Toronto Legends Podcast featuring Terry O'Reilly and the first Tea Festival at central branch, Mayor David West's Coffee Chat community event at central branch, an update on the proposed renovation of the third floor at central. A 2025 budget update will be presented at the May meeting.

Councillor C. Liu left the meeting.

12.0 General Business Information

12.1 RHPL Updates

An electronic copy of the RHPL March/April 2026 program guide was provided: <https://www.rhpl.ca/programs-and-events/program-guide>.

13.0 Date of Next Meeting

The next Regular Meeting of the Library Board will be held on:
Thursday, March 26, 2026 @ 4:00 p.m. at Central Branch

14.0 Adjournment

MOTION: 26:06 THAT the RHPL Board meeting be adjourned at 5:50 pm

Moved by: C. Davidson

Seconded by: J. Paige

Carried

Report Subject: Interactive Sensory Light Wall Installation Report**SRLIB 26.04****To:** Richmond Hill Public Library Board**From:** Joshua Dyer, Director, Content & Engagement

Recommendation

That the Board approve a \$30,000 transfer from the Library's Donations Reserve to fund the purchase and installation of an Everbright interactive light wall as a sensory feature at the Oak Ridges Branch.

Summary

As part of ongoing efforts to enhance spaces and experiences for families and children, Richmond Hill Public Library has been exploring opportunities to incorporate sensory-rich experiences into its branches. Research conducted during the development of the Kids' Corners toy initiative identified interactive sensory features as an effective way to support learning, accessibility, and engagement within library environments.

One such feature is the Everbright interactive light wall, a large-format analog installation made up of illuminated color dials that patrons turn to create patterns, gradients, and collaborative designs. The installation functions as a hands-on sensory feature that encourages creativity and shared interaction among visitors of all ages and abilities.

Many public libraries have begun incorporating sensory-friendly spaces or experiences to better support neurodiverse patrons and families seeking calming or self-regulating environments. An Everbright installation would represent a significant step toward creating a sensory-supportive environment within RHPL.

Staff are therefore seeking Board approval for a \$30,000 transfer from the Library's Donations Reserve to support the purchase and installation of an Everbright light wall at the Oak Ridges Branch.

Background

During the research and planning process for the Library’s play-based learning initiative in Kids’ Corners, staff developed a set of criteria to guide the selection of toys and interactive elements within library spaces. These criteria emphasized safety, durability, accessibility, ease of maintenance, and clear development or learning value, ensuring that all additions to public spaces support the Library’s role as a learning-centered environment.

This research also highlighted the growing role of sensory-rich environments in libraries, including sensory rooms and tactile installations designed to support a wide range of learning and sensory needs. Many public libraries have begun incorporating these types of features to better serve neurodiverse patrons and families seeking inclusive and supportive environments.

The Everbright light wall was identified during this research as an example of an installation designed specifically for high-traffic public environments such as libraries, museums, and community centers. The wall consists of hundreds of illuminated color dials that users rotate to create visual patterns and collaborative designs. Because the installation is analog and self-contained, it requires no loose parts, software, or supervision and resets itself automatically throughout the day.

Having already served as a pilot location for enhancements to Kids’ Corner spaces, Oak Ridges has been identified as an appropriate location for this installation.

Rationale

Supporting Sensory-Friendly and Inclusive Spaces

Libraries increasingly serve diverse communities that include neurodiverse children, individuals with sensory sensitivities, and families seeking environments that support self-regulated engagement. Sensory-friendly spaces are therefore becoming an important element of inclusive public library design.

The Everbright installation aligns with research in sensory integration and environmental design that emphasizes the value of predictable, user-controlled sensory input. Turning the wall’s dials provides steady proprioceptive and tactile feedback, which research shows can support regulation and focus for individuals with autism, ADHD, and other sensory processing differences (Dunn, 1997; Schaaf et al., 2014).

Because the interaction is quiet, analog, and user-paced, the experience avoids many of the overstimulating characteristics associated with digital screens or interactive technologies.

The wall produces no sound and no rapid visual effects, allowing visitors to engage in a calm, predictable sensory environment.

Supporting Learning Through Exploration

Although the Everbright is primarily a sensory installation, its interactive design also supports several developmental and learning behaviours. Turning the dials encourages fine-motor coordination similar to the rotational movements associated with early handwriting development (Feder & Majnemer, 2007).

The wall also supports pattern recognition, sequencing, and visual exploration as users experiment with color gradients, symmetry, and collaborative designs. These open-ended interactions encourage creativity and curiosity while providing opportunities for caregivers and children to engage in shared exploration and conversation.

Accessible and Universal Design

When installed at appropriate heights, the wall can also be comfortably accessed by wheelchair users and individuals of varying heights, aligning with accessibility standards for public spaces.

This universal design approach ensures that the installation encourages participation without requiring instructions, supervision, or adaptation.

Outcomes and Benefits

Installing an Everbright light wall would provide several benefits for RHPL and its costumers:

- Offer a sensory-friendly feature that benefits neurodiverse patrons and visitors with sensory sensitivities.
- Support learning and development through open-ended interaction, fine motor engagement, and opportunities for shared caregiver–child experiences.
- Enhance the Library’s role as a destination for families by providing an engaging, hands-on experience that encourages creativity and repeat visits.

Financials

The current balance of the Donation Reserve is \$756,000. This is fully unencumbered. The last disbursement from this account was in 2018 for \$1000. The great value of a donation reserve in a public library is to provide a unique, meaningful and relevant element of value/ experience for the public. This is such the case with the sensory wall and excellent value to the community and donors.

Appendix A.





Subject: RHPL Collection Development Policy Update 2026

For: Approval

Date: March 26, 2026

Report #: SRLIB 26.05

To: Richmond Hill Public Library Board

From: Joshua Dyer, Director, Content & Engagement

1. SUMMARY

RHPL allows customers to suggest titles for the Library to purchase through a form within their BiblioCommons account. These suggestions are reviewed by the Content Development team and assessed against the Library's Collection Development Policy before any purchase decision is made.

Since the implementation of the BiblioCommons website interface in early 2024, the process for making suggestions has become simpler and more visible to customers. As a result, the Library has received a significant volume of requests. Between March 2024 and January 2026, RHPL received 3,711 purchase suggestions from 704 customers.

To ensure the service remains sustainable and aligned with practices at other library systems, staff are recommending a modest adjustment to the monthly purchase suggestion limit.

2. RECOMMENDATION

That the Board approve an amendment to the Collection Development Policy to limit monthly customer purchase suggestions to 5 suggestions per customer per month.

3. BACKGROUND

RHPL provides customers with the opportunity to suggest items they would like the Library to consider purchasing. These suggestions are submitted through the Library's website via a form integrated within each customer's BiblioCommons account.

After a suggestion is submitted, a member of the Library's Content Development team reviews the request and determines whether the item should be purchased. Decisions are guided by the Collection Development Policy and may consider factors such as relevance to community interests, availability, format, price, and alignment with existing collections.

Currently, customers may submit up to 10 suggestions per month. While this service supports community participation in shaping the collection, the volume of suggestions requires staff review and evaluation for each request. As usage of the service has increased since the launch of the BiblioCommons interface, staff have reviewed current practices and comparable limits at other library systems.

4. RATIONALE

Analysis of purchase suggestion data indicates that the current limit is used intensively by a small number of customers.

Although 704 customers have made suggestions since March 2024, only 50 customers have submitted more than five suggestions in a given month. However, these individuals account for 44% of all purchase suggestions (1,631 of 3,711) received during the period.

Reducing the limit to five suggestions per month would primarily affect this small group of high-volume users while leaving the experience unchanged for the vast majority of customers.

Staff also reviewed purchase suggestion policies at 30 other library systems. Limits vary widely from 1 request per month at Toronto Public Library to 100 requests per month in Pickering, but the most common limit among those reviewed is five suggestions per month. Aligning RHPL's limit with this common standard supports consistency with sector practices while maintaining a meaningful opportunity for community input.

To implement this change, staff are proposing a revision to Section 5.2 of the Collection Development Policy as follows:

Current Text

Library members are invited to submit purchase suggestions via their library account.

Proposed Text

Library members are invited to submit up to 5 purchase suggestions per month via their library account.

This amendment introduces a clear and transparent limit within the policy, ensuring expectations are well defined for customers while supporting a more balanced and sustainable approach to managing purchase suggestions.

3. RELATED DOCUMENTS

- Collection Development Policy dated June 2025



COLLECTION DEVELOPMENT POLICY

1.0 Purpose and Scope

Richmond Hill Public Library (RHPL) is committed to developing and providing access to diverse and inclusive collections that anticipate and meet the needs of our community.

The purpose of the Collection Development Policy is to:

- state RHPL's commitment to intellectual freedom;
- inform the public of the principles guiding our collection development; and
- guide staff in decision-making about the selection and management of RHPL's collections.

2.0 Guiding Principles

2.1 Intellectual Freedom

RHPL endorses the CFLA/FCAB Statement on Intellectual Freedom and Libraries.

As such, the Library acquires a wide range of materials representing various points of view, including materials that may be considered controversial or offensive.

Inclusion of an item in the collection does not equal endorsement of its viewpoint or content. And the Library does not label materials to indicate approval or disapproval.

Library members are free to choose what they like within our collection, and to reject or ignore what they do not like. However, they do not have the right to restrict others' rights to choose.

2.2 Diversity Equity and Inclusion

RHPL prioritizes diversity, equity and inclusion in our decision-making, and strives to maintain a collection that is representative of the Richmond Hill community and its diverse identities, backgrounds and cultures, including marginalized and under-represented groups.

The Library will offer content in a variety of formats to provide equitable access to people of varied abilities.

The Library will also strive to apply an inclusive lens in terms of how collection items are catalogued, labelled, displayed and promoted.

2.3 Truth and Reconciliation

RHPL is committed to the recommendations and calls to action put forth by the Truth and Reconciliation Commission of Canada. The Library actively adds materials by Indigenous creators to our collection with the goal of increasing representation of Indigenous voices, history, and culture in our community.

2.4 Access to Collections and Formats

RHPL purchases materials in a variety of formats, keeping accessibility for all members in mind.

In accordance with the Accessibility for Ontarians with Disabilities Act (2005), Integrated Accessibility Standards, the Library provides access to materials in alternate formats where they exist, using the Selection Criteria outlined below. Further, the Centre for Equitable Library Access (CELA) provides RHPL members who have print disabilities with access to books, magazines, newspapers and described videos.

New formats and collections may be added as community needs are identified. Formats may also be removed from the collection as they become obsolete or experience limited use.

Except where limited by law, children are entitled to borrowing privileges and access to the materials provided by the library. However, access to some materials may be limited due to their value or risk.

RHPL follows the legal requirements of the Film Content Information Act and restricts the availability of videogames based on the rating classification of the game, where applicable. Films and TV shows rated 18A or R are limited to members 18 years of age or older.

No materials are excluded from the collection solely because they may be viewed or encountered by a child. Parents and legal guardians are responsible for monitoring the use of library materials by their children and determining what may or may not be age appropriate.

3.0 Selection Criteria

RHPL strives to support the interests and needs of the community by providing balanced collections:

- for all ages and reading levels;
- in a wide range of formats, with the goal of providing equitable access; and
- in the languages most commonly used in our community.

Library staff use professional judgment and expertise in making collection decisions. The following criteria are considered when selecting materials for the collection:

- artistic excellence, literary merit, quality of work;
- reputation and significance of the author or creator, including skill and expertise;
- accuracy, authoritativeness, objectivity of the work;
- reputation of the publisher;
- reviews of the work;
- popular demand and current trends;
- need for the material based on scope of current collection;
- balance of viewpoints within the collection;
- diverse and inclusive content;
- suitability of format;
- budget and space considerations; and
- compliance with Canadian law, including the Criminal Code and Canadian Charter of Rights and Freedoms.

4.0 Additional Considerations

4.1 Artificial Intelligence

Library materials will not be rejected based solely on the work being generated by AI. However, the Library will endeavour to provide transparency about whether collection items are produced by AI through our cataloguing practices..

4.2 Book Donations

The Library does not accept donations of books from community members. Exceptions may be made for donations requested by the Library and donations of multilingual materials or other special collection materials.

Items deposited in the Library's book drop by community members will not be added to the collection, but may be added to the Library's Book Sale or otherwise disposed of.

Any donated items will be assessed regularly for de-selection, just as any other collection items. The Library is not obligated to inform donors if or when the items they have donated are removed from the collection.

4.3 Library of Things

The Library of Things is a collection of items that provide opportunities for members to explore new interests, pursue hobbies, reduce waste, and minimize their environmental footprint. It includes Backpack Kits, Experience Passes, gardening equipment, kitchen equipment, outdoors equipment, small appliances, sports and recreation equipment, STEAM Kits, technology equipment, tools, and toys. While we do accept suggestions for additions to the Library of Things, this collection is limited by space constraints and is only added to periodically. The Library does not accept donations to the Library of Things.

4.4 Local Authors and Self-Published Works

The Library purchases works by local authors. The following guidelines are in place:

- The author of the book must live in the Greater Toronto Area.
- Exceptions may be made if the book is set in or written about the Greater Toronto Area.
- The book must be published with an ISBN.
- If it's a print book, the book must be properly bound (not stapled or coil bound).
- If it's an e-book, it must be available for purchase from OverDrive.

- The book must have been published within the last two years.
- The book must be in a language currently offered in our collection.

RHPL also considers submissions from self-published authors. Preference is given to works of fiction, and works that have been reviewed in professional, objective publications (i.e. Publishers' Weekly, Quill & Quire). Self-published authors are invited to fill out the Self-Published Author Submission form on the Library's website. The Library does not accept sample copies of self-published works for review. Any sample copies submitted to the Library become the property of the Library and will not be returned to the author should they not be added to the collection.

4.5 Local History

The Library maintains a collection of print and digital materials and records related to the history of the City of Richmond Hill. This collection is not intended to be comprehensive. New additions to the Local History Collection are considered on a case-by-case basis, with the goal of increasing the diversity of this collection to better reflect the current Richmond Hill community.

4.6 Multilingual Materials

In addition to English-language materials, RHPL also maintains a collection of French-language materials at all reading levels, but particularly to support the reading interests and needs of students attending French Immersion schools.

The Library also collects materials in the languages most relevant to the Richmond Hill community. Decisions to establish or discontinue language collections is based on Census data, community recommendations and other supporting statistical evidence.

4.7 Textbooks

RHPL does not purchase textbooks used in local elementary schools, high schools, colleges and universities. Academic materials will be added to the collection only when they provide the best general interest coverage of a subject.

5.0 Continuous Improvement

RHPL strives to make continuous improvements to our collection to meet the evolving needs of our community.

5.1 Collection Analysis and Maintenance

The Library undertakes ongoing analysis of collection and circulation trends using data analysis systems and tools, and uses these findings to make decisions about how to allocate spending to best meet our members' needs.

The Library undertakes collection maintenance activities on an ongoing basis and withdraws materials from the collection when the content is outdated, the items are in poor condition, or items are no longer being regularly used. The Library applies the Selection Criteria outlined above when making decisions about the removal of collection items. As out of date materials are removed from the collection, careful consideration is taken to add updated items on similar topics.

5.2 Community Feedback and Suggestions for Purchase

RHPL welcomes feedback from community members and staff about our collections, and regularly implements suggestions for improvements.

RHPL welcomes suggestions of books, magazines, DVDs and other items for our collection. Library members are invited to submit purchase suggestions via their library account. Suggestions are evaluated based on the Selection Criteria outlined above and the availability of the item for purchase.

5.3 Cataloguing Practices

RHPL regularly reviews its cataloguing practices to improve findability, inclusivity and accessibility, and to address systemic oppression found in historical library classification practices.

5.4 Staff Training and Development

RHPL regularly offers training opportunities to staff with the goal of enhancing their knowledge of trends in publishing, collection development and collection access.

5.5 Requests for Reconsideration

RHPL strives to provide a balanced collection, offering access to materials reflecting diverse and sometimes controversial ideas. Materials are not excluded because of political, economic, moral, religious or other positions, and the Library's collection may include proselytizing works. Inclusion of an item in the collection does not equal endorsement of its viewpoint or content by the Library.

However, the Library recognizes the right of Library members to question the inclusion of specific materials in the collection. Members who object to an item in the collection are asked to complete a written request for the Library to review the item using the Request for Reconsideration of Library Materials form (Appendix B).

The Library's Selection Criteria will be used to assess the item being reviewed. Items will remain in circulation during the reconsideration process.

6.0 Related Policies

- City of Richmond Hill Accessibility Policy
- Circulation Policy

Update Date:

Last Revision Date: June 05, 2025

CANADIAN FEDERATION OF PUBLIC LIBRARIES (CFLA-FCAB)

STATEMENT ON INTELLECTUAL FREEDOM AND LIBRARIES

The Canadian Federation of Library Associations recognizes and values the Canadian Charter of Rights and Freedoms as the guarantor of the fundamental freedoms in Canada of conscience and religion; of thought, belief, opinion, and expression; of peaceful assembly; and of association.

The Canadian Federation of Library Associations supports and promotes the universal principles of intellectual freedom as defined in the Universal Declaration of Human Rights, which include the interlocking freedoms to hold opinions and to seek, receive and impart information and ideas through any media and regardless of frontiers.

In accordance with these principles, the Canadian Federation of Library Associations affirms that all persons in Canada have a fundamental right, subject only to the Constitution and the law, to have access to the full range of knowledge, imagination, ideas, and opinion, and to express their thoughts publicly. Only the courts may abridge free expression rights in Canada.

The Canadian Federation of Library Associations affirms further that libraries have a core responsibility to support, defend and promote the universal principles of intellectual freedom and privacy.

The Canadian Federation of Library Associations holds that libraries are a key institution in Canada for rendering expressive content accessible and affordable to all. Libraries are essential gateways for all persons living in Canada to advance themselves through literacy, lifelong learning, social engagement, and cultural enrichment.

Libraries have a core responsibility to safeguard and facilitate access to constitutionally protected expressions of knowledge, imagination, ideas, and opinion, including those which some individuals and groups consider unconventional, unpopular or unacceptable. To this end, in accordance with their mandates and professional values and standards, libraries provide, defend and promote equitable access to the widest possible variety of expressive content and resist calls for censorship and the adoption of systems that deny or restrict access to resources.

Libraries have a core responsibility to safeguard and foster free expression and the right to safe and welcoming places and conditions. To this end, libraries make available their public spaces and services to individuals and groups without discrimination.

Libraries have a core responsibility to safeguard and defend privacy in the individual's pursuit of expressive content. To this end, libraries protect the identities and activities of library users except when required by the courts to cede them.

Furthermore, in accordance with established library policies, procedures and due process, libraries resist efforts to limit the exercise of these responsibilities while recognizing the right of criticism by individuals and groups.

Library employees, volunteers and employers as well as library governing entities have a core responsibility to uphold the principles of intellectual freedom in the performance of their respective library roles.

You can find CFLA-FCAB's position on Third Party Use of Publicly Funded Library Meetings Rooms and Facilities: An Interpretation of the Canadian Federation of Library Associations' Statement on Intellectual Freedom and Libraries at http://cfla-fcab.ca/wp-content/uploads/2019/03/CFLA-FCAB_statement_meeting_rooms.pdf.

Approval History:

- *CLA – June 27, 1974*
- *Amended November 17, 1983*
- *Amended November 18, 1985*
- *Amended September 27, 2015*
- *CFLA/FCAB – Adopted August 26, 2016*
- *Reviewed April 12, 2019*

RICHMOND HILL PUBLIC LIBRARY
Collection Development Policy

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

Please complete and return to staff

Request initiated by:

NAME: _____

ADDRESS: _____

TELEPHONE: _____ **E-MAIL:** _____

Item or material being questioned: _____

Have you read/viewed/listened to the entire content of the item in question: Yes/No

If no, what portion of the item did you read/view/listen to: _____

To what in the material do you object? Please be specific. _____

Do you wish to be informed of our decision? YES _____ NO _____

Signature: _____ Date: _____

Received at: _____ (Location) Date: _____

Received by: _____ Date: _____

Personal information is collected under the authority of the Public Libraries Act, R.S.O. 1990, Chap. P44, Section 23, Subsection 4. This information will be used in the management of Library Services. Questions about this collection should be directed to the Chief Executive Officer, Richmond Hill Public Library, 1 Atkinson Street, Richmond Hill, Ontario, L4C 0H5 Tel: 905-884-9288