



The Richmond Hill Public Library Board  
Tuesday, April 26, 2022

## MINUTES

The Richmond Hill Public Library Board held a regular meeting on Tuesday, April 26, 2022 virtually using video-teleconferencing technology.

**Present:** Stephen Chait  
Regional and Local Councillor Joe Di Paola, Vice-Chair  
Sugantha Raj  
Mahnaz Shahbazi  
Rona Wang

**Staff:** Darren Solomon, Chief Executive Officer  
Joshua Dyer, Director, Content Strategy & Delivery  
Yunmi Hwang, Director, Branch Services  
Robin Fribance, Director, Experience & Strategy  
Andrew Li, Financial Management Advisor CFS, City of Richmond Hill  
Susan Quinn, Executive Administrative Coordinator

### 1.0 Call to Order

The Vice-Chair called the meeting to order at 4:11 p.m.

### 2.0 Regrets

Councillor Greg Beros

Frank DiPede  
Councillor Tom Muench  
Regional and Local Councillor Carmine Perrelli

**3.0 Adoption of Agenda**

**Motion:**

22:11

**Moved By:**

S. Chait

**Seconded by:**

R. Wang

**THAT** the Agenda of April 26, 2022 be adopted.

**CARRIED UNANIMOUSLY**

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

There were no disclosures of pecuniary interest.

**5.0 Delegation**

None

**6.0 Minutes**

**6.1 Library Board Minutes – February 22, 2022**

**Motion:**

22:12

**Moved By:**

R. Wang

**Seconded by:**

S. Chait

**THAT** the Minutes of February 22, 2022 be adopted.

**CARRIED UNANIMOUSLY**

**7.0 Presentations**

**7.1 Brand Presentation**

Joshua Dyer, Director, Content Strategy & Delivery

**Motion:**

22:13

**Moved By:**

R. Wang

**Seconded by:**

M. Shahbazi

**THAT** the Board appoint Stephen Chait to the Brand Committee.

**CARRIED UNANIMOUSLY**

**Motion:**

22:14

**Moved By:**

S. Chait

**Seconded by:**

R. Wang

**THAT** the presentations be received.

**CARRIED UNANIMOUSLY**

**8.0 Reports**

On a motion moved by S. Chait, seconded by R. Wang the Board consented to adopt all of the staff recommendations in items 8.2, 8.3 and 8.5 without further discussion or motions. Items 8.1 and 8.4 were reviewed and discussed.

**8.1 2021 Richmond Hill Public Library Community Report SRLIB22.02**

**Motion:**

22:15

**Moved by:**

S. Chait

**Seconded by:**

R. Wang

**THAT** the word 'approval' in the last paragraph of the report be changed to 'review' and that the 2021 Richmond Hill Public Library Community Report be received as information.

**CARRIED UNANIMOUSLY**

**8.2 2021 Financial Close Report SRLIB22.03**

**Motion:**

22:16

**Moved by:**

S. Chait

**Seconded by:**

R. Wang

That the Richmond Hill Public Library Board:

Approve the transfer of \$238,900 of the 2021 projected year-end surplus to the Library Special Purpose Reserve; and

Approve the transfer of the \$352,424.46 remaining 2021 projected year-end surplus to the City Reserves.

**CARRIED UNANIMOUSLY**

**8.3 Use of Library Resources for Election Campaign Purposes Report  
SRLIB22.04**

**Motion:**

22:17

**Moved by:**

S. Chait

**Seconded by:**

R. Wang

**THAT** the Library Board approves the adoption of City of Richmond Hill's policy on the *Use of Corporate Resources for Election Campaign Purposes* dated June 9, 2021.

**CARRIED UNANIMOUSLY**

**8.4 Meeting Room Rental Policy Update Report SRLIB22.05**

**Motion:**

22:18

**Moved by:**

S. Chait

**Seconded by:**

M. Shahbazi

**THAT** staff defer the revised Meeting Room Rental Policy to the next meeting for further review.

**CARRIED UNANIMOUSLY**

**8.5 Library Board Remote Attendance Policy Update SRLIB22.06**

**Motion:**

22:19

**Moved by:**

S. Chait

**Seconded by:**

R. Wang

**THAT** the Library Board approve the updates to Library Board Remote Attendance Policy.

**CARRIED UNANIMOUSLY**

**9.0 New Business**

**9.1 Member Motion – Board Chair G. Beros – continuation of virtual board meetings**

In the absence of Board Chair G. Beros the CEO requested item 9.1 be deferred to the next meeting.

**10.0 Member Announcements**

None

**11.0 Date of Next Meetings**

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

**Tuesday, May 24, 2022** virtually using video-conferencing technology.

**12.0 Adjournment**

**Motion:**

22:20

**Moved By:**

R. Wang

**Seconded by:**

S. Chait

**THAT** the meeting be adjourned at 4:52 p.m.

**CARRIED UNANIMOUSLY**

Respectfully submitted,

“Signed version on file in the Administration Offices”

Regional & Local Councillor Joe Di Paola  
Vice-Chair

Darren Solomon  
Chief Executive Officer