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**WEDNESDAY, JANUARY 31, 2024**

5:30pm - 7:30pm

Brighthouse Library Board Room

- 1. Call to Order and Welcome**

The Richmond Public Library is located on the ancestral territory of the hən̓qəmiñəm (hung – ka – me – num) speaking peoples.

**Welcome:** new Library Board Trustees Jennifer Gervès-Keen, Richie Po, Ashley Sandhu and Angeline Singh; and Lucy Fox, Manager of Corporate Communication and Support

**Presentation:** Friends of the Library 2023 donation
- 2. Approval of Agenda** Attached
- 3. Election of 2024 Chair and Vice-Chair** Attached
- 4. Business Section**
  - (a) Approval of Regular Meeting Minutes of November 29, 2023 Attached
  - (b) Business Arising
  - (c) Correspondence
    - i. November 24, 2023 – Appointment of Council Representatives Attached
    - ii. November 27-28, 2023 – RPL Trustee Appointment and Re-Appointment 2024 Letters Attached
    - iii. December 5, 2023 – Letter from InterLINK Executive Director re: InterLINK Provisional Budget 2024 Attached
    - iv. December 15, 2023 – Letter to Richmond Community Foundation re FOL 2023 contribution to RPL Endowment Fund Attached
    - v. December 18, 2023 – Letter from Richmond Community Foundation re RPL Endowment Fund Attached
- 5. Presentations**
  - (a) 2023 Library Directions Summary (*C. Ho, W. Jang, A. Lee, K.M. Leung, S. Parmar and S. Vokey*) Attached
- 6. Community**
  - (a) Councillor’s Report Verbal
  - (b) Friends of the Library Report
    - i. Membership Verbal
  - (c) Summary of Customer Comments Attached
- 7. Board - Items for Decision and/or Discussion**
  - (a) Executive Summary of 2023 Preliminary Year End Financials (*E. Yu*) Attached

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|  | (b) InterLINK 2024 Provisional Budget | Attached |
|  | i. InterLINK 2024 Budget FAQs         | Attached |

*Notice  
of  
Motion*

THAT the Richmond Public Library Board receives the Provisional 2024 InterLINK Budget as information.

**8. Standing Items**

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|--|---|---------------|
|  | (a) Roundtable Discussion   | Verbal        |
|  | (b) Committee Appointments  | Attached      |
|  | (c) Steveston Community Centre and Branch Library ( <i>S. Rahman and S. Walters</i> ) | Verbal        |
|  | (d) InterLINK Report ( <i>next meeting in February</i> )                              | None          |
|  | (e) Finance Committee   | See item 7.0b |
|  | (f) Fund Development Committee ( <i>D. Hui</i> )                                      |               |
|  | i. Chief Librarian 2023 email to library cardholders                                  | Attached      |
|  | ii. Fund Development Committee 2023 email to donors                                   | Attached      |
|  | (g) Governance Committee  | None          |
|  | (h) Strategic Planning Committee ( <i>D. Hui, S. Rahman and S. Walters</i> )          | Verbal        |

**9. Chief Librarian's Report**

Verbal

**10. Operations**

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|--|--|----------|
|  | (a) Collections and Discovery Services             | Attached |
|  | (b) Community Development and Service Design       | Attached |
|  | (c) Customer Service and Community Branch Services | Attached |
|  | (d) Human Resources                                | Attached |
|  | (e) Innovation and Learning Development            | Attached |
|  | (f) Information Technology Operations              | Attached |
|  | (g) Marketing and Communications                   | Attached |

**11. Items for Information**

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|  | (a) Operational Statistics Q4 2023   | Attached |
|  | (b) Memo: Community Services Connectors Pilot Program and Pop Ups Update   | Attached |
|  | (c) Children's Art Festival Launch: Monday, February 19, 11:00am (Once Upon a Time Stage, Brighthouse Launchpad)                 | Verbal   |
|  | (d) Lunar New Year Celebration: Saturday, February 24, 1:00-4:00 (Brighthouse Launchpad)   | Verbal   |
|  | (e) RPL Public Consultation – <i>Your Library, Our Future</i> : Tuesday, January 30 to Sunday, February 25 (Let's Talk Richmond) | Verbal   |

**12. Other Business/Discussions**

**Next Meeting:** Wednesday, February 28, 2024 at 5:30pm

**Adjourn**