

WEDNESDAY, MARCH 26, 2025

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 hən̓qəmin̓əm̓ (hung – ka – me – num) speaking peoples.

Special guests: RPL's Teen Ambassadors

2. Approval of Agenda

Attached

3. Business Section

(a) Approval of Regular Meeting Minutes of February 26, 2025

Attached

(b) Business Arising

- i. March 5, 2025 – e-Motion carried: THAT the Richmond Public Library Board adopt the Library Board Committees Policy and the Terms of Reference for the Governance Committee, the Finance Committee and the Fund Development Committee as presented through email on March 3, 2025.

(c) Correspondence

None

4. Presentations

(a) Teen Services (*L. Loeff, Teen Ambassadors and R. Abramoff*)

- i. Teen Services Executive Summary

Attached

5. Community

(a) Councillor's Report

Verbal

(b) Friends of the Library Report

Verbal

(c) Summary of Customer Comments

Attached

6. Board - Items for Decision and/or Discussion

(a) Finance Committee Executive Summary (*E. Yu*)

Attached

- i. 2024 KPMG Audit Finding Report and Audited Financial Statements

Attached

- ii. Draft Report to City Council Finance Committee

Attached

- iii. 2024 Surplus Carry Forward and Recommendations

Attached

*Notice
of
Motion*

THAT the Richmond Public Library Board approve the 2024 Financial Statements as presented, and that staff be directed to complete the report to City Council Finance Committee.

*Notice
of
Motion*

THAT the Richmond Public Library Board approve the allocation of \$360,000 from General Operating Surplus as follows: \$260,000 to 2025 Library Operating Budget and \$100,000 to Library Enhancement for future projects.

Notice of Motion	(b) Board Policy (<i>J. Gervès-Keen</i>)	
	i. B-GOV-03.4 – Trustee Recruitment Committee Terms of Reference	Attached
	THAT the Richmond Public Library Board adopt the Terms of Reference for the Trustee Recruitment Committee.	
	(c) Board Representation for Upcoming Events and Programs (<i>A. Bechard</i>)	
	i. Teen Very Short Story Adjudication Panel	Attached
	ii. Volunteer Recognition	Attached
7.	<u>Standing Items</u>	
	(a) Roundtable Discussion	Verbal
	(b) Steveston Community Centre and Library Committee	Verbal
	(c) InterLINK Report (<i>next meeting April 29</i>)	None
	(d) Finance Committee	See 6.0a
	(e) Fund Development Committee	None
	(f) Governance Committee	See 6.0b
8.	<u>Chief Librarian's Report</u>	Verbal
9.	<u>Operations</u>	
	(a) Patron Point Launch Project Report	Attached
	(b) Human Library Project Report	Attached
	(c) Library Operations Highlight Report	Attached
10.	<u>Items for Information</u>	
	(a) <u>Invitation</u> : Writer in Residence Welcome Event : April 5, 1:00pm, Richmond Cultural Centre Annex Living Room	Attached
11.	<u>Other Business/Discussions</u>	None

Next Meeting: Wednesday, April 30, 2025 at 5:30pm

Adjourn

Closed Meeting to follow