

WEDNESDAY, JANUARY 29, 2025

5:30pm - 7:30pm

Brighthouse Library Board Room

5:15pm: Presentation: Friends of the Library 2024 donation

1. Call to Order and Welcome

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

Welcome: new Library Board Trustees Angelica Victoria and Jacqueline Morrison

2. Approval of Agenda

Attached

3. Election of 2025 Board Chair and Vice Chair

(a) RPL Board Executive Roles – Position Responsibilities

Attached

(b) Election Process

Attached

4. Business Section

(a) Approval of Regular Meeting Minutes of November 27, 2024

Attached

(b) Business Arising

None

(c) Correspondence

i. December 11, 2024 – City of Richmond re: Appointments to the RPL Board

Attached

ii. December 11, 2024 – Richmond Community Foundation re: 2024 Investment Income

Attached

iii. January 8, 2025 – InterLINK Executive Director re: Provisional 2025 InterLINK Budget

Attached
See 7.0b

iv. January 13, 2025 – RPL Chief Librarian re: Richmond Community Foundation 2024 Investment Income Allocation

Attached

5. Presentations

None

6. Community

(a) Councillor's Report

Verbal

(b) Friends of the Library Report

Verbal

i. Membership <http://www.richmondfol.ca/how-to-join.html>

Verbal

(c) Summary of Customer Comments

Attached

7. Board - Items for Decision and/or Discussion

(a) 2025 InterLINK Provisional Budget (*S. Walters*)

Attached

*Notice
of
Motion*

THAT the Richmond Public Library Board receives the Provisional 2025 InterLINK Budget as an item for information.

<i>Notice of Motion</i>	<ul style="list-style-type: none"> (b) Executive Summary of 2024 Preliminary Year End Financials (<i>C. Liu and E. Yu</i>) <p>THAT, the Richmond Public Library Board approve the allocation of \$142,000 from General Operating Surplus to 2024 Capital Collections Budget.</p> <ul style="list-style-type: none"> (c) Incident Reports: Statistics and Trends 2022-2024 (<i>A. Bechard</i>) (d) 2024 Operational Statistics (<i>C. Leung</i>) <ul style="list-style-type: none"> i. Q4 Operational Statistics ii. Annual Operational Statistics 	<p>Attached</p> <p>Attached</p> <p>Attached</p> <p>Attached</p>
8.	<u>Standing Items</u>	
	<ul style="list-style-type: none"> (a) Roundtable Discussion (b) Committee Appointments (c) Steveston Community Centre and Library Committee (<i>S. Rahman</i>) (d) InterLINK Report (<i>tentative 2025 meeting dates: Feb. 25, May 13, Oct. 7 and Nov. 25</i>) (e) Finance Committee (f) Fund Development Committee (<i>D. Hui</i>) <ul style="list-style-type: none"> i. Fund Development Committee 2024 email to donors ii. Chief Librarian 2024 email to library cardholders (g) Governance Committee (<i>S. Walters</i>) 	<p>Verbal</p> <p>Attached</p> <p>Verbal</p> <p>None</p> <p>See item 7.0b</p> <p>Verbal</p> <p>Attached</p> <p>Attached</p> <p>Verbal</p>
9.	<u>Chief Librarian's Report</u>	Verbal
10.	<u>Operations</u>	
	<ul style="list-style-type: none"> (a) Collections and Discovery Services (b) Community Development and Service Design (c) Customer Service and Community Branch Services (d) Human Resources (e) Innovation and Learning Development (f) Information Technology Operations (g) Marketing and Communications 	<p>Attached</p> <p>Attached</p> <p>Attached</p> <p>Verbal</p> <p>Attached</p> <p>Attached</p> <p>Attached</p>
11.	<u>Items for Information</u>	
	<ul style="list-style-type: none"> (a) 2025 Staff Presentation Schedule 	<p>Attached</p>
12.	<u>Other Business/Discussions</u>	None

Next Meeting: Wednesday, February 26, 2025 at 5:30pm

Adjourn

Closed Meeting to follow