

**WEDNESDAY, MARCH 27, 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 hən̓q̓əmiñəm (hung – ka – me – num) speaking peoples.
2. **Approval of Agenda** Attached
3. **Business Section**
  - (a) Approval of Regular Meeting Minutes of February 28, 2024 Attached
  - (b) Business Arising None
  - (c) Correspondence None
4. **Presentations**
  - (a) Collection Development Strategy (*W. Jang and S. Rahman*) Attached
5. **Community**
  - (a) Councillor’s Report Verbal
  - (b) Friends of the Library (FOL) Report Verbal
  - (c) Summary of Customer Comments Attached
6. **Board - Items for Decision and/or Discussion**
  - (a) Finance Committee Executive Summary Attached
    - i. 2023 KPMG Audit Finding Report and Audited Financial Statements Attached
    - ii. Draft Report to City Council Finance Committee Attached
    - iii. 2023 Surplus Carry Forward and Recommendations Attached

*Notice of Motion*      THAT the Richmond Public Library Board approve the 2023 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 \$272,000 from General Operating Surplus to 2024 Library Operating Budget.
7. **Standing Items**
  - (a) Roundtable Discussion Verbal
  - (b) Steveston Community Centre and Branch Library (*S. Walters*) Verbal
  - (c) InterLINK Report (*next meeting April 30*) None
  - (d) Finance Committee See 6.0a
  - (e) Fund Development Committee None
  - (f) Governance Committee Verbal
  - (g) Strategic Planning Committee (*S. Rahman*) Verbal
  - (h) Trustee Recruitment Committee (*S. Walters*) Verbal

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8. **Chief Librarian's Report** Verbal
9. **Operations**
- (a) Collections and Customer Service Delivery Attached
  - (b) Community Development and Service Design Attached
  - (c) Customer Experience and Community Attached
  - (d) Human Resources Attached
  - (e) Innovation and Learning Development Attached
  - (f) Information Technology Operations Attached
  - (g) Marketing and Communications Attached
10. **Items for Information**
- (a) Violence in the Workplace Prevention Attached
  - (b) Volunteer Appreciation Events Attached
  - (c) BCLTA AGM, April 24, 7:00pm Verbal
11. **Other Business/Discussions**

**Next Meeting:** Wednesday, April 24, 2024 at 5:30pm

**Adjourn**