

WEDNESDAY, NOVEMBER 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 hən̓q̓əmi̓nəm̓ (hung – ka – me – num) speaking peoples.
2. **Approval of Agenda** Attached
3. **Business Section**
 - (a) Approval of Regular Meeting Minutes of October 30, 2024 Attached
 - (b) Business Arising None
 - (c) Correspondence None
4. **Presentations**
 - (a) Patron Point Marketing Automation Platform (*S. Vokey, Coordinator of Marketing and Public Relations*) Verbal
 - i. Executive Summary Attached
5. **Community**
 - (a) Councillor’s Report Verbal
 - (b) Friends of the Library (FOL) Report Verbal
 - i. Friends of the Library Wishlist Attached
 - ii. Friends of the Library Account Status Report Attached
 - (c) Summary of Customer Comments Attached
6. **Board - Items for Decision and/or Discussion**
 - (a) 2025 Operating and Capital Budget Report (*E. Yu and Finance Committee*) Attached

Notice Of Motion THAT, the Richmond Public Library Board approves the 2025 Operating and Capital Budgets to go forward to City Council for approval.
7. **Standing Items**
 - (a) Roundtable Discussion Verbal
 - (b) Steveston Community Centre and Library None
 - (c) InterLINK (*S. Merhi*) Verbal
 - (d) Finance Committee See 6.0a
 - i. Audit Planning Report for the year ending December 31, 2024 (*KPMG*) Attached
 - (e) Fund Development Committee Verbal
 - (f) Governance Committee None
 - (g) Trustee Recruitment Committee Verbal

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| 8. | <u>Chief Librarian's Report</u> | Verbal |
| 9. | <u>Operations</u> | |
| | (a) Collections and Discovery Services | Attached |
| | (b) Community Development and Service Design | Attached |
| | (c) Customer Experience and Community Branch Services | Attached |
| | (d) Innovation and Learning Development | Attached |
| | (e) Information Technology Operations | Attached |
| | (f) Marketing and Public Relations | Attached |
| 10. | <u>Items for Information</u> | None |
| 11. | <u>Other Business</u> | |
| | (a) Appreciation for outgoing Board Trustees | Verbal |

Next Meeting: Wednesday, January 29, 2025 at 5:30pm

Adjourn

Closed Meeting to follow