



November 4, 2021

Email: stephen.huycke@richmondhill.ca

Mr. Stephen Huycke, Director of Legislative Services/City Clerk
City of Richmond Hill
225 East Beaver Creek Road
Richmond Hill ON L4B 3P4

Dear Mr. Huycke,

Re: Board Composition Feedback for City Clerk

In response to your letter dated July 30, 2021, the Richmond Hill Public Library Board, at its meeting held on October 26, 2021, approved the following:

7.1 Board Composition Feedback for City Clerk Report SRLIB21.22

Motion:

21:63

Moved by:

F. DiPede

Seconded by:

S. Chait

THAT the Library Board approve the feedback on the composition of the Board and for the CEO to deliver it to the City Clerk.

CARRIED UNANIMOUSLY

For your reference, I am attaching a copy of Agenda Item 7.1.



RICHMOND HILL PUBLIC
Library

Celebrate your curiosity

If you have any questions, please feel free to contact me at (905) 884-9288 ext. 5041.

Yours sincerely,

Darren Solomon
CEO

Attachment

Report Subject: Board Composition Feedback for City Clerk

Report For: Approval

Meeting Date: October 26, 2021

Staff Report #: SRLIB21.22

To: Richmond Hill Public Library Board

From: Darren Solomon, Chief Executive Officer

SUMMARY

At our last meeting, the City Clerk sought feedback from members of the Board on the composition of the RHPL Board. He requires the feedback in preparation for the 2022-2026 Term of Council, which will elect a new RHPL Board. After a series of discussions with Board Chair Greg Beros and Board member Stephen Chait, the following feedback is recommended to be delivered to the City Clerk:

1. Maintain the current size of the Board;
2. Maintain the current composition of councillors and residents on the Board;
3. Seek members with experience in the areas of fundraising, user experience or user technology, and marketing; and
4. Encourage applicants who represent the diversity of our City.

RECOMMENDATION

That the Richmond Hill Public Library Board:

1. Approve the feedback on the composition of the Board and for the CEO to deliver it to the City Clerk.

RATIONALE

The takeaway from the last meeting was to create a subcommittee to address the opportunities that were raised about the composition of the Board. After discussion with

Board Chair Beros and Board member Chait, it was determined that a subcommittee was not necessary. Instead, the discussions and next steps fell into two parts:

1. Deliver feedback to the City Clerk, which could be done immediately; and
2. Explore some identified Board governance opportunities as part of our year one strategic plan initiatives.

The feedback to the City Clerk would include the following:

1. Maintain the current size of the Board – our current size is working well and we have not had issues with reaching quorum;
2. Maintain the current composition of councillors and residents on the Board – our current numbers strike a good balance between having our residents' voices as our main driver, while having support from council members to champion the Library within the City;
3. Seek members with experience in the areas of fundraising, user experience or user technology, and marketing – given our new vision and plans for the Library, members with these skillsets could be strategic for Board guidance;
4. Encourage applicants who represent the diversity of our City – encouraging member applicants from diverse backgrounds reflects our culture, the inclusive values of the Library and its role as a champion of diversity within the community.

The longer-term Board governance strategy would look at other opportunities, including these that have been identified:

- New member onboarding experience;
- The need for, and role of, Board sub-committees;
- Board communication through a collaborative platform (e.g. Teams);
- Guidance on virtual or physical meetings; and
- Creation of Advisory Groups, outside of the Board, for topics or projects that require more expertise, or capability or capacity support.