

Finance and Legal Committee

Public Meeting Minutes

Wednesday, January 14, 2026 – 10:00 am
Via Zoom

Present:

Chairperson	A. Wong
Vice Chairperson	D. Sargent
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Secretary Treasurer	M. Fu
Executive Director, Human Resources	T. Major
Director, Facilities Services	K. Wilkins
Manager, Operations and Rentals	C. Winters
1 st Vice President, Richmond Teachers' Association	S. Wenglowski
Vice President, Richmond Teachers' Association	F. Marsic
Vice President, Richmond District Parents Association	A. Gong
1 st Vice President, Canadian Union of Public Employees Local 716	N. Williams
Representative, Richmond Management and Professional Staff	R. Corbin
Executive Assistant (Recording Secretary)	T. Lee

Regrets:

Trustee Member	K. Hamaguchi
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The meeting was called to order at 10:01 am.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmiñəm language group on whose traditional and unceded territories we teach, learn and live.

1. Adopt Agenda

The agenda was adopted as circulated.

2. Approve Minutes

The minutes of the public meeting held Wednesday, November 12, 2025, were approved as circulated.

3. Human Resources Update

The Executive Director, Human Resources (HR) referred to her report as included in the agenda

package. She then responded to various questions from the Committee, including the retention of teacher candidates and EAs.

4. 2024/25 Statement of Financial Information

The Assistant Secretary Treasurer provided an update on the 2024/25 Statement of Financial Information (SOFI) and noted that the statement is now publicly available on the district's website. There were no further comments or questions.

5. Trustees' Expenses for the Three Months Ending December 31, 2025

The Assistant Secretary Treasurer referred to her report as included in the agenda package.

The Committee agreed to forward the following recommendation to the Board:

WHEREAS the Board of Education of School District No. 38 (Richmond) is paying for expenses incurred by the Trustees in the discharge of their duties,

BE IT RESOLVED that in accordance with the *School Act*, the Board of Education of School District No. 38 (Richmond) approves Trustees' expenses paid during the three-month period ended December 31, 2025, in the amount of \$5,057.08.

6. 2026/27 Facility Rental Rates

The Director, Facilities Services noted the report was included in the agenda package.

Trustees noted their appreciation for staff's report and encouraged ongoing annual reviews to ensure costs are adequately covered.

Staff then responded to questions from the Committee, including inquiries about custodial fees for rentals and library rentals.

The Committee agreed to forward the following **RECOMMENDATION** to the Board:

THAT the Chairperson of the Finance and Legal Committee provide a recommendation to the Board of Education to approve a 5% increase to both non-commercial (not-for-profit) and commercial (for profit) facility rental rates for the 2026/27 fiscal year as presented herein.

7. Next Meeting Date – Wednesday, February 11, 2026 at 10:00 am

8. Adjournment

The meeting adjourned at 10:17 am.

Respectfully Submitted,

Alice Wong
Chairperson, Finance and Legal Committee