

MARKHAM PUBLIC LIBRARY BOARD

Regular Meeting

Minutes of Regular Meeting held on Monday, January 23, 2023 7:02 p.m., Virtual Meeting

Present from Board: Ms. Margaret McGrory, Chair
Mr. Raymond Chan, Vice-Chair
Mr. Edward Choi
Mr. Ben Hendriks
Mrs. Pearl Mantell
Mrs. Lillian Tolensky
Mr. David Whetham

Present from Staff: Mrs. Catherine Biss, CEO & Secretary-Treasurer
Ms. Andrea Cecchetto, Director Service Excellence
Mrs. Diane Macklin, Director, Community Engagement
Ms. Michelle Sawh, Director, Administration & Operational Support
Ms. Debbie Walker, Director, Library Strategy & Planning
Ms. Megan Garza, Senior Manager, Organizational Transformation
Mrs. Anthea Bailie, Manager, Collections & Technical Services
Mrs. Jennifer North, Manager, Cornell Library
Mrs. Susan Price, Board Secretary

Regrets: Councillor Keith Irish
Councillor Andrew Keyes
Mr. Jay Xie
Ms. Iqra Awan

1.0 Call to Order/Approval of Agenda

Ms. Margaret McGrory, Chair called the meeting to order at 7:02 p.m.

Moved by Mrs. Lillian Tolensky
Seconded by Mrs. Pearl Mantell

Resolved that the agenda be approved.

Carried.

1.1 Declaration of Conflict of Pecuniary Interest

None.

1.2 Delegation

None.

1.3 Chair's Remarks:

CHAIR'S INDIGENOUS LAND ACKNOWLEDGMENT

We begin today by acknowledging the traditional territories of Indigenous Peoples and their commitment to stewardship of the land. We acknowledge the communities in circle. The North, West, South and Eastern directions, the Haudenosaunee, Huron-Wendat, Anishnabeg, Seneca, Chippewa and the current treaty holders Mississaugas of the Credit peoples. We share the responsibility with the caretakers of this land to ensure the dish is never empty and to restore relationships that are based on peace, friendship and trust. We are committed to reconciliation, partnership and enhanced understanding.

Ms. McGrory asked Directors to introduce any staff members present.

The Chair reminded the Board that votes would need to be counted and to keep their hands raised until staff can do so.

Reminder that the EL-Monitoring Schedule is in the package. If a Board member has any issues with their assignments please let the Board Secretary know so that adjustments can be made.

Questionnaire; The Board and The CEO is an important one for the CEO review in March so please complete as per the e-mail sent today.

The Chair advised the Board that there will be a guest attending the In Camera Meeting and we will recess to that meeting as soon as Ms. Jeronimo is able to join us.

2.0 **Approval of Minutes:**

2.1 Library Board Minutes November 28, 2022

Moved by Mr. Raymond Chan
Seconded by Mr. Ben Hendriks

Resolved that the minutes of the November 28, 2022 Library Board Meeting be confirmed.

Carried.

2.2 **Consent Agenda:**

Moved by Mrs. Pearl Mantell
Seconded by Mr. David Whetham

Resolved that the Consent Agenda comprising Agenda items 2.2 to 2.4.1 and the same are hereby approved as written and the CEO of the Library is hereby authorized and directed to take such action that may be necessary to give effect to the recommendations as therein contained:

2.3 Declaration of Due Diligence by the CEO

2.4 Communication and Correspondence:

2.4.1 MarkhamReview.com: Family Literacy Day

<https://markhamreview.com/?s=family+literacy+day>

Carried.

AGENDA 2.1

3.0 **CEO's Highlights:**

The Chair asked the CEO to comment on the Highlights. Mrs. Biss drew attention to the report on Bill 23(More Homes Built Faster Act, 2022) and the impacts on municipalities. Generally, to date most municipalities have indicated they are ready to work with the province and developers to get housing built, but not at the expense of quality of life for residents. There is no guarantee of affordable housing in Bill 23. Further, it means less parkland and developers choose where parks will be located.

There was a question about what the Library Board could do to help inform residents as to the realities and possible fall out of Bill 23.

Moved by Mr. Edward Choi
Seconded by Mr. Ben Hendriks

Resolved that the report entitled “CEO’s Highlight’s January 2023” be received.

Carried.

3.1 **Markham Centre Update, January, 2023**

Staff noted the Markham Centre Secondary Plan-Public Open House to be held February 2, 2023 from 6 to 8 p.m. at the Civic Centre and encouraged Board members to attend. The Board Legacy document would be a good source for talking points at the community consultation.

Moved by Mrs. Lillian Tolensky
Seconded by Mr. Edward Choi

Resolved that the report entitled “Markham Centre Update, January, 2023” be received.

Carried.

4.0 **Annual Monthly Policy Review:**

4.1 **Policy Governance Wording Review**

Moved by Mrs. Pearl Mantell
Seconded by Mr. Ben Hendriks

Resolved that the Board has reviewed the policies under Policy Governance: Governance Process GP-1 to GP-2k, Board-CEO Linkage BCL-1 to BCL-2e and Executive Limitations EI-2a to EL-2j and there are no proposed changes at this time.

Carried.

14.0 In Camera Meeting

Moved by Mr. Raymond Chan
Seconded by Mr. Ben Hendriks

Resolved that the Board meet in camera at 7:18 p.m. to discuss a confidential personnel matter.

Carried.

The Board returned to its regular meeting at 8:13 p.m.

Moved by Mrs. Lillian Tolensky
Seconded by Mr. Edward Choi

Resolved that the motions approved In Camera be ratified.

Carried.

Moved by Mrs. Pearl Mantell
Seconded by Mr. Raymond Chan

Resolved that the motions approved at the Special In Camera meeting held January 17, 2023 be ratified.

Carried.

4.2 Board-CEO Linkage BCL-2e Policy: Chief Executive Officer Performance Review

The Chair gave a brief review of the process and timing for the CEO Performance review. Ms. McGrory will prepare a DRAFT version to be discussed at the March In Camera meeting.

Moved by Mrs. Lillian Tolensky
Seconded by Mr. Edward Choi

Resolved that the Board receives the "BCL-2e Chief Executive Performance Review Policy" documentation in preparation for the March In Camera Performance Review meeting.

Carried.

5.0 Internal Monitoring Reports:

(Compliance list of internal monitoring reports and discussion led by members)

5.1 Executive Limitations/Internal Monitoring Reports Schedule 2023

As mentioned, the Chair asked Board members to review the schedule and let the Board Secretary know if they have any issues.

AGENDA 2.1

Moved by Mr. Ben Hendriks
Seconded by Mr. David Whetham

Resolved that the “Executive Limitations/Internal Monitoring Reports Schedule 2023” be received.

Carried.

5.2 **Executive Limitation: EL-2f Protection of Services** (Assigned to Mr. Ben Hendriks)

Mr. Hendriks advised the Board that he sent an email to Board members and did not receive any questions or concerns. There were none from the floor.

The report confirmed that the CEO and MPL’s practices relative to MPL’s Protection of Services comply with the requirements of EL-2f policy.

Moved by Mr. Ben Hendriks
Seconded by Mrs. Pearl Mantell

Resolved that the report entitled “Internal Monitoring Report -Executive Limitation EI-2f, Protection of Services” be received.

Carried.

6.0 **Ends:**

6.1 **Annual Ends Report**

Staff informed the Board that the report contained all of the Ends that were accomplished in 2022; another year full of transition.

Moved by Mrs. Lillian Tolensky
Seconded by Mr. Raymond Chan

Resolved the Annual Ends Report be received.

Carried.

6.2 **Strategic Plan Update**

Staff provided an overview of the content within the comprehensive report and summarized the many accomplishments achieved over the past year.

There was a question about the timing for the Presentation to Council and it was suggested that the Working Group meet in February to discuss further.

Moved by Mr. Edward Choi
Seconded by Mrs. Pearl Mantell

AGENDA 2.1

Resolved the report “Strategic Plan Update” be received.

Carried.

7.0 **Governance:**

7.1 **Update from OLS-Margaret McGrory**

Ms. McGrory advised the Board that the first OLS Board meeting of 2023 will be held in February and she will update the Board at the March meeting as appropriate.

8.0 **Ownership Linkage:**

8.1 **Input from Board Members**

There were no reports from Board members attending events at this time.

8.2 **Board Legacy Document Discussion**

The Chair asked Members if the report reflected what they wanted to communicate to the incoming Board and if they were in agreement with the content. There was no further discussion and the document will be placed in the Board Orientation package 2023.

9.0 **Board Advocacy:**

9.1 **Markham Public Library Board 2023 Annual Agenda**

Moved by Mrs. Lillian Tolensky
Seconded by Mr. Raymond Chan

Resolved that the report “Markham Public Library Board 2023 Annual Agenda” be received.

Carried.

10.0 **Education:**

10.1 **2023 Priorities: Post Recovery Service**

The presentation by staff highlighted:

Key recovery milestones including

- Expanding services
- Service recovery in branches
- Festivals - well attended
- More in person events being held
- Workforce recovery-staff engagement, recruitment and onboarding, workforce recovery strategy

Key priorities include

- Rebuilding community
- Shareholder engagement

AGENDA 2.1

- Rebuilding culture
 - Innovations and improvement
 - Services refresh
- Post pandemic growth
- Service strategies
 - Service expansion
 - Member engagement
 - Staff and organizational engagement

There was some discussion and questions.

Moved by Mr. Edward Choi
Seconded by Mr. Ben Hendriks

Resolved that the Board receives the Board Education Presentation entitled “2023 Priorities: Post Recovery Service”.

Carried.

11.0 **Incidental Information:**

11.1 **Board Meeting Attendance Records, 2022**

Moved by Mrs. Lillian Tolensky
Seconded by Mrs. Pearl Mantell

Resolved that the “Board Meeting Attendance Record, 2022” be received.

Carried.

12.0 **New Business:** (none)

13.0 **Board Evaluation:**

13.1 **Questionnaire: The Board and the CEO**

The Chair asked the Board to complete the questionnaire and return to the Board Secretary by e-mail as directed.

14.0 **In Camera Agenda : Confidential Personnel Matter**

14.1 Please see after Agenda 4.1

15.0 **Adjournment**

Moved by Mr. Ben Hendriks and seconded by Mr. Edward Choi that the meeting be adjourned at 8:58 p.m.