

AGENDA 2.1

MARKHAM PUBLIC LIBRARY BOARD

Regular Meeting

Minutes of Meeting held on Tuesday, May 30, 2017 Monday, 7:05 p.m. Milliken Mills Library, 7600 Kennedy Road #1 Markham, L3R 9S5

Present from Board: Mr. Ben Hendriks
Mr. Atif Ahmad
Mrs. Lillian Tolensky
Mrs. Yemisi Dina
Mr. Alick Siu
Mrs. Marilyn Aspevig
Deputy Mayor Jack Heath
Regional Councillor Joe Li
Ms. Isa Lee
Ms. Jennifer Yip (from 1.5)
Councillor Alan Ho (from 1.5)

Present from Staff: Mrs. Catherine Biss, CEO & Secretary-Treasurer
Ms. Deborah Walker, Director, Strategy and Innovation
Mrs. Diane Macklin, Manager, Marketing & Community Development
Ms. Michelle Sawh, Manager, Service Delivery
Mr. Chris Sheehy, Manager, Facilities & Workplace Safety
Mr. Shaun McDonough, Research Analyst
Ms. Megan Garza, Manager, Milliken Mills Library
Mrs. Angela Tse, Manager, Unionville Library
Mr. Patrick Pan, Manager, Cornell Library
Ms. Polly Chan, Purchasing & Accounts Analyst
Mrs. Susan Price, Board Secretary

Regrets: Mrs. Pearl Mantell
Mr. Alfred Kam

Guests: Councillor Alex Chiu, Ward 8
Mr. Reagen Travers, Manager, KPMG
Ms. Lisa Philips, York University, Interim Vice-President Academic and Provost
Ms. Joy Kirchner, York University, University Librarian
Dr. Angelo Belcastro, York University, Advisor and Executive Director, Markham Centre Campus
Ms. Tanis Fink, Seneca College, Director of Libraries

1.0 **Call to Order/Approval of Agenda**

Mr. Ben Hendriks, Chair, called the meeting to order at 7:05 p.m.

Moved by Mrs. Lillian Tolensky
Seconded by Mrs. Yemisi Dina

Resolved that the agenda be approved.

Carried.

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1.1 **Declaration of Conflict of Interest**

None.

1.2 **Delegation**

None.

1.3 **Chair's Remarks**

Mr. Ben Hendriks addressed the Board beginning with an indigenous acknowledgement in the spirit of Truth and Reconciliation, dedicating ourselves to moving forward in the spirit of partnership, respect and collaboration during this meeting.

The Chair mentioned to the Board that there would be a volunteer opportunity for members to help out at the Seniors Luncheon July 1, 2017. The Board Secretary will pass on contact information for anyone wishing to participate.

Mr. Hendriks introduced guests; Mr. Reagan Travers, Ms. Lisa Philips, Ms. Joy Kirchner, Ms. Tanis Fink and Dr. Belcastro.

The Chair welcomed Councillor Alex Chiu and thanked him for his many years of public service and support of the library, most recently as champion for the expansion of Milliken Mills library and a library branch in Leitchcroft. Mr. Hendriks asked the Councillor if he would like to address the Board.

1.4 **Councillor Alex Chiu**

Councillor Chiu thanked the Board for their invitation to attend this meeting. He expressed his appreciation to library staff for the excellent job they are doing supporting the educational, recreational and cultural needs of the community. The Councillor says he looks forward to reading the MPL Board minutes.

The Deputy Mayor asked the Councillor if he felt that Milliken Mills was large enough to serve the community as the branch is the busiest per square foot in the City. The CEO advised that after the new Aaniin (southeast) branch opens and the impact is known, they will revisit the Milliken Mills library requirements for an expansion.

Please note that Agenda 5.3 was moved ahead in order to accommodate our guest.

5.3 **Auditor's Report and Approval of 2016 Financial Statements of the Markham Public Library Board**

Mr. Reagan Travers introduced himself and gave a brief background. He advised the Board that it is required that the Auditor report to the Board on the Financial Statements. Mr. Travers stated that the 2016 audit is complete and clean and there were no differences or misstatements. Mr. Travers asked if there were any questions from Board Members.

The Deputy Mayor asked if the audit is integrated with the City of Markham, Mr. Travers replied that it is consolidated with the City.

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Moved by Mrs. Marilyn Aspevig
Seconded by Mrs. Lillian Tolensky

Resolved that the report entitled “Financial Statements of the City of Markham Public Library Board, December 31, 2016” be received; and,

That the Board approve the Financial Statements of the City of Markham Public Library Board for the fiscal year ended December 31, 2016; and,

That the Board Chair be authorized to sign the approved 2016 Financial Statements on behalf of the Board; and,

That the Board authorize Staff to issue the final audited Financial Statements for the fiscal year ended December 31, 2016; and,

And that Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried.

1.5 **Workshop with York University/Seneca College**

The CEO explained that the purpose of the Workshop is to develop a better understanding of the York University/Seneca/ Markham Public Library partnership through a conversation regarding the synergies of our visions, strategies and community service values.

York’s Vision for the York University Markham Centre campus (YUMC):

The York vision for the York University Markham Centre campus (YUMC) is to offer professionally relevant academic programs and workplace-based learning opportunities to over 4,400 students in phase one.

- Opportunities for students
- Leveraging partnerships
- Benefit York Region and help it to grow

Goals of a Collaboration Framework

- To foster at scale impactful partnership opportunities that align with shared principles, leverage respective library strengths and extend individual library capacity.
- Foster student success and life-long learning success by creating innovative programming, supportive environments for transformative learning and knowledge exchange that catalyses new ways of thinking and to collaborate with other academic and co-curricular units when appropriate or advantageous.
- Develop inspirational community building programs that engage and empower our diverse communities as participatory citizenries who learn through engagement.

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Potential Projects /Priorities 2017-20178

- **Innovation hub-Tri-partnership programs**
- **Knowledge Mobilization Engagement Activities**
- **Digital Strategy Collaboration**

Downtown Markham needs a public library, residents in a higher density vertical spaces have an increased need for alternate space.

MPL believes that by combining resources in a partnership with York/Seneca the result would be collaboration greater than the sum of its parts.

Similar strategies include: providing places of connection and inclusion, events that support community aspirations, enriching cultural events and engaging with community families on campus.

Feeling part of a broader community will enhance student well being, making a community “sticky”, a place where students can gather and socialize with their peers.

York U confirmed it is also their goal that in addition to a fundamental university education, that they would like to develop the new campus as part of a broader plan to serve York Region.

Currently the University has not received funding approval (pending June 2017) making it difficult to further plans.

Deputy Mayor Heath stated that there is a lot of opportunity here. His vision for the partnership would be that the collaboration result in a world class partnership that benefits the entire community as well as the students of York and Seneca

Members of the Board also commented that the facility needs to be inclusive and intergenerational.

Moved by Ms. Isa Lee
Seconded by Mr. Alick Siu

Resolved that the report “Workshop with York University/Seneca College” be received.

Carried.

Some discussion followed.

2.0 **Consent Agenda**

Moved by Mrs. Marilyn Aspevig
Seconded by Mrs. Yemisi Dina

Resolved that the Consent Agenda comprising Agenda items 2.0 to 2.3.8 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:

2.0 **CONSENT AGENDA:**

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- 2.1 Minutes of Regular Meeting, April 24, 2017
- 2.2 Declaration of Due Diligence by the CEO
- 2.3 Communication and Correspondence:
 - 2.3.1 Volunteer Letter 2016
 - 2.3.2 Ministry of Tourism, Culture and Sport: Post-budget letter to Culture Stakeholders
 - 2.3.3 Press Office: Statement from E. McMahon MPP on the Virtual Reference Library Program at Toronto Public Library
 - 2.3.4 thestar.com: Ontario government cancels cut to Toronto library grant
 - 2.3.5 Cultural Tourism Showcase Newsletter: Eabametoong and Markham Partnership
 - 2.3.6 Markham VOICE: MPL Business Reading
 - 2.3.7 snapdMarkham: Letter
 - 2.3.8 Markham Economist & Sun: York homeowners can turn equity into gold

Carried.

3.0 **CEO's Highlights, May 2017**

The Chair asked if there were any questions or comments. The Chair commented on the "Truth and Reconciliation CFLA Report". There was clarification on the meaning of Item 5 in the report: "Decolonize Access and Classification".

Moved by Mrs. Lillian Tolensky
Seconded by Ms. Isa Lee

Resolved that the report entitled "CEO's Highlights, May 2017" be received.

Carried.

4.0 **Annual Monthly Policy Review**

(To be undertaken at the January meeting)

5.0 **Internal Monitoring Reports**

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

5.1 **Executive Limitation: EL-2c Budget/Forecasting** **(Deferred)**

5.2 **Executive Limitation: EL-2d, Financial Condition** **(Assigned to Mr. Atif Ahmad)**

Mr. Ahmad stated that EL-2d deals "with respect to the actual, ongoing financial condition and activities of the organization, the CEO shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditure from Board priorities established in Ends policies." Mr. Ahmad did not receive any questions or comments from Board members and he is satisfied that the report is complete and accurate.

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The report confirmed that the CEO and MPL's practices relative to MPL's Financial Condition are in compliance with the requirements of EL-2d policy.

Moved by Deputy Mayor Jack Heath
Seconded by Mr. Alick Siu

Resolved that the report entitled "Internal Monitoring Report – Executive Limitation EL-2d, Financial Condition" be received.

Carried.

5.3 PLEASE SEE AFTER 1.4

6.0 **Ends**

7.0 **Governance**

7.1 **Board Meeting Attendance**

Moved by Mr. Alick Siu
Seconded by Ms. Jennifer Yip

Resolved that Deputy Mayor Heath's absence from the Board meetings held on February 27/2017, March 27/2017 and April 24/2017, due to conflicting Council meetings and related travel, be authorised.

Carried.

8.0 **Ownership Linkage**

The Chair explained that this Agenda item provides a place in the meeting for Board members who have attended events in support of the library to report on their feedback from the community. No members had a report to make, however there were some enquiries about planned events for Celebrating Canada 150. Staff explained that there are numerous events sponsored by the City. A list of events will be sent to the Board. Staff also indicated that regular library programming will have a Canada 150 theme.

There was some discussion on various upcoming events.

9.0 **Board Advocacy**

10.0 **Education**

11.0 **Incidental Information**

12.0 **New Business**

13.0 **Board Evaluation**

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13.1 **Questionnaire: Performance of Individual Board Members**

The Chair asked the members to complete the questionnaire and hand in to the Board Secretary

14.0 **In Camera Agenda (none)**

15.0 **Adjournment**

Moved by Councillor Alan Ho that the meeting be adjourned at 9:44 p.m.