

MARKHAM PUBLIC LIBRARY BOARD

Regular Meeting

Minutes of meeting held on Monday, May 25, 2015 7:31 p.m. Program Room, Markham Village Library, Markham

Please note that a library tour and brief orientation took place 7:00-7:30 p.m. prior to the Regular Meeting Call to Order

Present from Board: Mr. Edward T. McDermott, Chair
Mr. Alfred Kam, Vice-Chair
Mrs. Marilyn Aspevig
Mr. Ben Hendriks
Dr. Farzana Jiwani
Mr. Alick Siu
Ms. Jennifer Yip
Regional Councillor Joe Li (up to 5.1)
Mrs. Yemisi Dina
Mrs. Pearl Mantell
Mrs. Lillian Tolensky
Mrs. Claire Chester
Deputy Mayor Jack Heath (up to 10.1)
Mr. Atif Ahmad
Ms. Isa Lee

Present from Staff: Mrs. Catherine Biss, CEO & Secretary-Treasurer
Mr. Larry Pogue, Director, Administration
Ms. Deborah Walker, Director, Strategy and Innovation
Ms. Andrea Cecchetto, Manager, Learning and Growth
Ms. Michelle Sawh, Manager, Service Delivery
Mrs. Diane Macklin, Manager, Marketing & Community Development
Mr. Chris Sheehy, Manager, Facilities & Workplace Safety
Ms. Agnieszka Gorgon, Community Librarian
Ms. Ange Friesen, Community Librarian
Ms. Elizabeth Myers, Community Librarian
Ms. Amanda Kelly, Community Librarian
Ms. Jennifer Dias-Stevenson, Community Librarian
Mrs. Cheryl Marcus, Community Librarian
Mrs. Susan Price, Board Secretary

Regrets: Councillor Alan Ho
Mrs. Jeanette Lewis

1.0 Call to order/Approval of Agenda

Mr. Edward McDermott, Chair, called the meeting to order at 7:31 p.m.

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

Resolved that the agenda be approved.

Carried.

AGENDA 2.1

Deputy Mayor Jack Heath requested that the new Board briefly introduce themselves. The new Board Members shared diverse motivations for supporting the Library which included a wide skill set, enthusiasm, love of libraries, praise for MPL, focus on the next generation, and excellent services. For Staff and returning Board members extreme pride in MPL and Staff was a common denominator.

1.1 **Declaration of conflict of interest**

None.

1.2 **Delegation**

None.

1.3 **Chair's Remarks**

Mr. Ted McDermott advised that the "Accessible Customer Service Guide" form will be circulated at the meeting for signatures, indicating that all Members have received the policy that can be found in binder #2. By signing the form the Members confirm that they have received the guide and are committed to reading it.

The Chair reported on the proposal to Council

"That a report be provided to Council on the current and future role of the library system in the City of Markham with a view to providing quality service at the lowest cost possible to taxpayers before commencement of the next budget process".

Deputations were made by Board Chair Ted McDermott and former Chair Michelle Tidball. Board Members Alfred Kam and Marilyn Aspevig were also in attendance.

The Motion was defeated by a recorded vote of 7-6. The Chair pointed out that the close vote indicates that the library has a lot work to do familiarizing Council with all that MPL does.

The Chair thanked Deputy Mayor Jack Heath and Regional Councillor Joe Li for their support at the meeting.

Deputy Mayor Heath suggested that Staff present the 2015-2017 Strategic Plan to Council preferably in June before the summer hiatus.

Note: After this meeting it was confirmed that there would not be any available space on Council's Agenda until the fall.

2.0 **Consent Agenda**

Moved by Ms. Jennifer Yip

Seconded by Mr. Ben Hendriks

Resolved that the Consent Agenda, comprising Agenda items 2.0 to 2.3.5 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:

2.1 Minutes of Regular Meeting, April 20,2015

2.2 Declaration of Due Diligence by the CEO

2.3 Communication and Correspondence

2.3.1 Upcoming "green" book talk at Markham Library

2.3.2 Canadian environmentalism always part of mainstream

2.3.3 Young people urged to speak up at Markham Library

2.3.4 Author launches book to benefit homeless at Thornhill Library

2.3.5 Province picks Markham for new York U.-Seneca campus

AGENDA 2.1

Carried.

3.0 **CEO's Highlights, May 2015**

Moved by Mr. Alick Siu
Seconded by Mrs. Claire Chester

Resolved that the report entitled "CEO's Highlights, May 2015" be received.

Carried.

The CEO commented on the Province's announcement that there would be a Markham Campus of York University in partnership with Seneca College. Deputy Mayor Jack Heath stated that the target opening for the initial phase would be after Labour Day 2018.

MPL has been very supportive of this proposal and looks forward to its role as a strong community partner.

4.0 **Annual Policy Review:**

(In January)

5.0 **Internal Monitoring Reports:**

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

5.1 **Executive Limitation: EL-2d Financial Condition** **(Assigned to Mr. Alfred Kam)**

Mr. Kam reviewed the report and received some questions from Board members. Mr. Kam asked Staff to clarify the report for them. Mr. Larry Pogue thanked the Board for the opportunity to speak and outlined the frequency and format of the report, including appendices. All figures presented are unaudited, and the annual audit for 2014 will be presented in June with the auditor present. Mr. Pogue confirmed that the Library's current Operating Budget position falls within expectations. There was a question with regard to line #3000 about the favourable variance in operating expenditures of \$162,709. Mr. Pogue explained that EL-2d requires the CEO to not operate in a deficit situation with respect to the net budget. Given the fact that there is an unfavourable in Library Income, and that this unfavourable is likely to increase by year-end, we are required to off-set with a favourable variance in Expenditures. Account #3000 provides this off-set.

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 Mr. Alfred Kam
Seconded by Mr. Alick Siu

Resolved that the internal monitoring report entitled "Executive Limitation EL-2d Financial Condition ," be received.

Carried.

PLEASE NOTE THAT AGENDA ITEM 10.1 STRATEGIC PLAN PRESENTATION WAS MOVED FORWARD TO ACCOMMODATE STAFF

10.0 **Education:**

10.1 **Strategic Plan Presentation**

Staff explained that the Strategic Plan was developed in support of the Ends and Staff presented on various aspects of the new plan.

Vision Statement:

Markham Public Library-the place where communities come together to **imagine, create, learn** and **grow**.

Mission Statement:

We are a public library providing everyone in the community the opportunity for success. Our resources, staff, programs and spaces enrich the lives of everyone in Markham. The Library engages with the community to read, study, play, explore ideas, create and connect with each other. We help people build the life and vibrant community we desire.

Values Statement:

We value reading and learning to support literacies of all kinds.
We are committed to offering excellent customer service.
We create a welcoming environment that recognizes and celebrates the diversity of our community.
We provide library spaces and resources that are free, convenient and easy to use.
We are innovative and collaborative, anticipating and meeting community needs in a changing world.
We are accountable for the responsible use of public funds.

The comprehensive overview given by Staff is summarized by the following outline:

Strategic Plan 2015 to 2017

- Future Forecasting (planning assumptions)
- Community Consultation (surveys, community conversations, positioning MPL as a community connector to foster collaboration and advance community priorities)
- Strategic Themes
 - Enriching Opportunities
 - Innovative Technologies (providing access to digital and technical resources that support the community's creative and business needs)
 - Relevant Collections (based on community demand)
 - Vibrant Spaces (the community enjoys inspiring physical and virtual spaces that meet their challenging expectations)
- Strategic Themes (Foundational)
 - Working Relationship with the City-Partnership and Collaboration (creating mutually beneficial partnerships that build community capacity)
 - Workforce Development (ensuring MPL staff are equipped to support new services and library technology)
 - Success Measures

Q&A:

Much discussion followed and questions surrounding intellectual property policy and an open data policy, digital versus print, different types of libraries and survey issues.

AGENDA 2.1

Moved by Mrs. Claire Chester
Seconded by Mr. Alick Siu

Resolved that the presentation entitled “ Draft Strategic Plan” be received.

Carried.

6.0 **Ends**

None

7.0 **Governance:**

7.1 **Annual General Meeting**

Moved by: Mrs. Yemisi Dina
Seconded by: Mr. Alfred Kam

Resolved that the Board move from the Regular Meeting Agenda to the Annual General Meeting Agenda at 8:46 p.m.

Carried.

Moved by: Mrs. Lillian Tolensky
Seconded By: Mr. Alick Siu

Resolved that the Board return to the Regular Meeting Agenda at 9:10 p.m.

Carried.

7.2 **Confirmation of the Results of the Election of Chair and Vice-Chair**

Moved by: Mrs. Yemisi Dina
Seconded by: Ms. Jennifer Yip

Resolved that the election of Mr. Alfred Kam to the position of Chair held at the Annual General Meeting on May 25,2015 be confirmed and that Mr. Alfred Kam be appointed as Chair for the term ending January 2016;

And that the election of Mrs. Marilyn Aspevig to the position of Vice-Chair held at the Annual General Meeting on May 25, 2015 be confirmed and that Mrs. Marilyn Aspevig be appointed as Vice-Chair for the term ending January 2016 .

Carried.

8.0 **Ownership Linkage**

None

9.0 **Board Advocacy**

AGENDA 2.1

None

10.1 **Please note Agenda Item 10.1 moved ahead of Agenda 6.0**

11.0 **Incidental Information**

11.1 The Chair asked Board members to hand in the Skills Criteria Form to the Board Secretary

12.0 **New Business**

13.0 **Board Evaluation:**
(Deferred to the Fall)

14.0 **In Camera Agenda**

None

15.0 **Adjournment**

Moved by Mrs. Pearl Mantell that the meeting be adjourned at 9:30 p.m.