

AGENDA 2.1

TOWN OF MARKHAM PUBLIC LIBRARY BOARD

Regular Meeting

Minutes of meeting held on Monday, April 23, 2012, 7:00 p.m., Markham Village Library, Program Room, 6031 Highway 7, Markham

Present from Board: Mrs. Deborah Jestin, Chair
Mr. Justin Hung, Vice-Chair
Mr. Alan Orr
Ms. Marilyn Aspevig
Ms. Jennifer Yip
Mr. Ted McDermott
Mrs. Nicki Lawrence
Mrs. Yemisi Dina
Mr. Alfred Kam
Mr. David Jones
Mr. Sanjay Varma
Regional Councillor Joe Li
Councillor Howard Shore (from no. 8.1)

Present from Staff: Mrs. Catherine Biss, CEO & Secretary-Treasurer
Mr. Moe Hosseini-Ara, Director, Service Excellence
Mr. Larry Pogue, Director, Administration
Ms. Deborah Walker, Director, Strategy & Innovation
Mrs. Andrea Cecchetto, Manager, Learning & Growth
Mrs. Diane Macklin, Manager, Marketing & Community Development
Mrs. Sony Torre, Board Secretary
Ms. Michelle Sawh, Branch Manager, Milliken Mills Library

Regrets: Deputy Mayor Jack Heath
Mr. John Webster

1.0 Call to order/Approval of Agenda

Mrs. Deborah Jestin, Chair, called the meeting to order at 7:00 p.m.

Moved by: Mr. Alan Orr
Seconded by: Ms. Jennifer Yip

RESOLVED THAT: the agenda be approved.

Carried.

1.1 Declaration of conflict of interest

None.

1.2 Delegation

None.

1.3 Chair's Remarks

The Chair, together with three Board members, Mr. David Jones, Ms. Marilyn Aspevig, and Ms. Jennifer Yip, and staff, Mrs. Catherine Biss, CEO, and Mrs. Sony Torre, Board Secretary, met with Catherine Raso, consultant, on April 20, 2012 to review her draft governance policies. The review will be completed through telephone conference in April. Ms. Raso will present the revised policies at the Board meeting in May.

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2.0 Consent Agenda

Moved by: Mr. Justin Hung
Seconded by: Ms. Marilyn Aspevig

RESOLVED THAT: the Consent Agenda comprising of Agenda 2.0 to 2.3.4 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, March 26, 2012
- 2.2 Declaration of Due Diligence by the CEO
- 2.3 Communication and Correspondence:
 - 2.3.1 Thanks to volunteers, 2011
 - 2.3.2 Markham developer buys theatre naming rights
 - 2.3.3 Canadian Library Association (CLA) Dismayed at Cancellation of Community Access Program
 - 2.3.4 Canadian Library Association (CLA) Disturbed by Cuts to School Libraries

Carried.

3.0 CEO's Highlights, April 2012

Moved by: Mr. David Jones
Seconded by: Mrs. Nicki Lawrence

RESOLVED THAT: the report entitled "CEO's Highlights, April 2012" be received.

Carried.

4.0 Annual Monthly Policy Review

(The wording of policies is reviewed annually by a member.)

This matter was deferred until the completion of MPL's Policy Governance documentation review and update by Catherine Raso, consultant, together with representatives from the Board and staff.

5.0 Monitoring (Delegation-Ownership Linkages):

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

5.1 Internal Monitoring Report - Executive Limitation: EL-2f, Asset Protection (Assigned to Mrs. Nicki Lawrence)

Mrs. Nicki Lawrence reviewed the internal monitoring report entitled "EL-2f, Asset Protection" prepared by Mr. Larry Pogue, Director of Administration. She commented that the report was thorough and there were no questions from other members.

Moved by: Mrs. Nicki Lawrence
Seconded by: Mr. Ted McDermott

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RESOLVED THAT: the report entitled “Internal monitoring report - Executive Limitation EL-2f, Asset Protection” be received.

Carried.

6.0 **Ends**

This matter was deferred until the completion of MPL's Policy Governance documentation review and update by Catherine Raso, consultant, together with representatives from the Board and staff.

7.0 **Governance:**

None.

8.0 **Ownership Linkage:**

8.1 **Naming Library Facilities**

The Board received the report entitled “Naming Library Facilities” and had a lengthy discussion on Markham's protocols for naming municipal facilities including libraries. The Board also discussed its independent status as a governing body under the Public Libraries Act and its working relationship with Council. The members expressed the need to clarify the Board's right in naming the library branches of the Markham Public Library.

Councillor Howard Shore indicated that Markham Council wants to work in collaboration with the Library Board on the naming process that includes consultation with the community. Council will make the final decision in naming the community centre and library in east Markham.

Moved by: Mr. Ted McDermott
Friendly amendment by: Councillor Howard Shore
Seconded by: Mrs. Yemisi Dina

RESOLVED THAT: the Library Board direct a communication to the Mayor of Markham requesting that the Chair of the Markham Public Library Board or designated alternate be invited to serve as a member of the working group constituted to consider an appropriate name for the library services to be undertaken in the new East Markham library branch.

Carried.

The “Naming Library Facilities” report contained suggestions for naming the library branch in east Markham. Mr. David Jones indicated that his preference is a geographical name and not the names suggested in the report.

10.0 **Education:**

10.1 **Board Education Plan**

(Follow-up from March Board meeting.)

Moved by: Mr. Alan Orr
Seconded by: Mr. Justin Hung

RESOLVED THAT: the report entitled “Board Education Plan” be received.

Carried.

The Chair requested staff to include the holding of Board meetings in the branches in the “Board Education Plan.”

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10.2 Quarterly Statistical Report

Moved by: Mr. David Jones
Seconded by: Mrs. Nicki Lawrence

RESOLVED THAT: the report entitled "Quarterly Statistical Report" be received.

Carried.

The CEO recognized the work of Ms. Michelle Sawh, Branch Manager, Milliken Mills Library, on the statistical report.

12.0 New Business:

12.1 C3 Update

As part of the Board Education Plan, Mrs. Diane Macklin, Manager, Marketing and Community Development, made a presentation on C3.

The Board received the report on C3 update including information on the commercialization of C3. Mr. David Jones suggested looking into "WORLD CAT."

Moved by: Regional Councillor Joe Li
Seconded by: Mr. Sanjay Varma

RESOLVED THAT: the report entitled "C3 Update" be received;

AND THAT staff be directed to pursue North American patents for C3.

Carried.

13.0 Board Evaluation:

13.1 Questionnaire Results: Feedback to the Chair

Moved by: Mr. Justin Hung
Seconded by: Councillor Howard Shore

RESOLVED THAT: the report entitled "Questionnaire Results: Feedback to the Chair" be received.

Carried.

14.0 In Camera Agenda: (To discuss a confidential personnel matter)

Moved by: Mr. Ted McDermott
Seconded by: Mrs. Nicki Lawrence

RESOLVED THAT: the Board meet in camera at 8:35 p.m. to discuss a confidential personnel matter.

Carried.

Moved by: Mr. David Jones
Seconded by: Mr. Justin Hung

RESOLVED THAT: the Board return to its regular meeting at 9:10 p.m. and that the motions approved in camera be ratified.

Carried.

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15.0 Adjournment

Moved by Regional Councillor Joe Li that the meeting be adjourned at 9:11 p.m.

