

MARKHAM PUBLIC LIBRARY BOARD

Regular Meeting

Minutes of Regular Meeting held on Monday, November 22, 2021 7:15 p.m. Virtual Meeting

Present from Board: Ms. Margaret McGrory, Vice-Chair Acting Chair (from 1.3)
Ms. Iqra Awan
Mr. Raymond Chan
Mr. Edward Choi
Deputy Mayor Don Hamilton
Mr. Ben Hendriks
Councillor Keith Irish
Councillor Andrew Keyes
Mrs. Pearl Mantell
Mrs. Lillian Tolensky
Mr. David Whetham
Mr. Jay Xie

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
Ms. Debbie Walker, Director, Library Strategy & Planning
Mrs. Hilary Murphy, Manager, Planning & Reporting
Mrs. Anthea Bailie, Manager, Collections & Technical Services
Mrs. Antonella Costa, Manager, Workforce Development
Mrs. Susan Price, Board Secretary

Regrets: Mr. Alick Siu, Chair

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

Please note that due to the expected absence of the Chair, Alick Siu and technical difficulties for the Vice-Chair and Acting Chair Margaret McGrory, as per By-law 4.9 (If both the Chair and Vice-Chair are not present within 15 minutes after the time for the meeting to begin the CEO/Secretary-Treasurer will call the meeting to order and will preside for the election of an Acting Chair. While presiding, the Acting Chair will have all the Chair's rights, duties and responsibilities)

Mrs. Catherine Biss, CEO/Secretary-Treasurer called the meeting to order at 7:15 p.m.

Moved by Deputy Mayor Don Hamilton
Seconded by Mr. Raymond Chan

Resolved that the agenda be approved.

Carried.

Mrs. Biss called for nominations for the position of Acting Chair. Deputy Mayor Don Hamilton nominated Mr. Ben Hendriks, Mr. Hendriks accepted, and Mrs. Pearl Mantel seconded the nomination. There were no other nominations and the recommendation for Mr. Hendriks to act as Chair until Ms. McGrory could join the meeting was 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.

Directors were also asked to introduce any "guest" staff members present and there were several this evening. .

Please note Ms. McGrory, Vice-Chair was able to join the meeting at 7:18 p.m. and was able to assume the position of designated Chair.

Ms. McGrory advised the Board that it has been recommended that we count votes at virtual meetings and asked Members if they are in favor of a motion to keep their hands raised until they can be tallied.

The Vice-Chair reminded the Board that this meeting is the last for 2021. In January 2022 elections for Chair and Vice-Chair will be held and as all Board members are eligible they might want to consider holding office.

Agenda 4.1; the Vice-Chair advised the Board that if they have any suggested amendments to the policies to send them to the Board Secretary prior to the January meeting. There will also be a Q&A session at the June meeting which will provide Board members with an opportunity to receive clarifications on any existing Governance Policies.

2.0 **Approval of Minutes:**

2.1 Library Board Minutes October 25, 2021

Moved by Deputy Mayor Don Hamilton
Seconded by Mr. Ben Hendriks

Resolved that the minutes of the October 25, 2021 Library Board Meeting be confirmed.

Carried.

2.2 **Consent Agenda:**

Moved by Mrs. Lillian Tolensky
Seconded by Deputy Mayor Don Hamilton

Resolved that the Consent Agenda comprising Agenda items 2.2 to 2.4 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:

- 2.3 Declaration of Due Diligence by the CEO**
- 2.4 Communication and Correspondence**

Carried.

3.0 CEO's Highlights:

The Vice-Chair asked the CEO to comment on the highlights contained within the report. Mrs. Biss mentioned the following:

- **Development Charges Background Study Update**
Soft services (including libraries) under the amended DCA will no longer be subject to a mandatory 10% discount.
Municipalities can update DC by-laws at any time to recover 100% of eligible costs of services
Municipalities have the option to use DC's interchangeably with Community Benefits Charges to fund growth-related capital projects
The timeline for completion of the Development Charges Background Study Update is:
 - General Committee – September 2021 to January 2022
 - Developer Consultation – September 2021 to April 2022
 - Finalize Study – January 2022
 - Public Meeting – February 2022
 - Council Approval – April 2022
- **BookNet Canada Survey**
This quarterly online survey was conducted between May and July 2021 and of 4,936 English-speaking Canadians surveyed, 82% believed that it is important to have physical libraries to visit. 41% of Canadians visited the library at least once in 2020 and approximately 30% visited at least once in the first half of 2021.
Borrowing versus Buying: 49% of those surveyed said they wanted to save money, 40% said they didn't want to spend money on a book and 19% of respondents considered it too expensive to buy.

The Vice-Chair asked if there were any updates on the Markham Central Library. The CEO advised that no meeting had been held as yet. There was a question about LLL (Living Lab Library) and a clarification on Development Applications.

Moved by Deputy Mayor Don Hamilton
Seconded by Mrs. Pearl Mantell

Resolved that the report entitled "CEO's Highlight's November 2021" be received.

Carried.

4.0 **Annual Monthly Policy Review:**
4.1 **Policy Governance Wording Review**

As per the Chair's remarks Ms. McGrory asked the Board to review and provide any suggestions for amendments prior to the January 2022 meeting.

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

Resolved that all the policies under the Governance Process and Board-CEO Linkage sections of the Governance Policies and EL Policies be reviewed and that proposed amendments be presented to the Board at its regular meeting in January 2022 as required.

Carried.

5.0 **Internal Monitoring Reports:**
(Compliance list of internal monitoring reports and discussion led by members)

5.1 **Executive Limitation: EL-1 General Executive Constraint**
(Assigned to Mr. Raymond Chan)

Mr. Chan reviewed the report and found it to be compliant and complete. Ray contacted Board members by e-mail 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 General Executive Constraint comply with the requirements of EL-1 policy.

Moved by Mr. Raymond Chan
Seconded by Mr. Jay Xie

Resolved that the Report entitled "Internal Monitoring Report: Executive Limitation, EL-1, General Executive Constraint" be received.

Carried.

5.2 **Executive Limitation: EL-2a, Customer Treatment**
(Assigned to Ms. Iqra Awan)

Ms. Awan contacted the Board by e-mail and did receive a request for clarification on AODA retrofits and the Review of the Accessibility Plan. Staff responded to these enquiries.

The report confirmed that the CEO and MPL's practices relative to MPL's Customer Treatment comply with the requirements of EL-2a policy.

Moved by Ms. Iqra Awan
Seconded by Mrs. Pearl Mantell

Resolved that the Report entitled "Internal Monitoring Report: Executive Limitation, EL-2a Customer Treatment" be received.

Carried.

6.0 **Ends**

7.0 **Governance:**

7.1 **OLBA Update: Ben Hendriks**

Mr. Hendriks advised that OLBA continues to work on a new version of “Cut to the Chase” and is also working on resources to support Library Boards onboarding for the new term beginning in 2022/2023.

8.0 **Ownership Linkage**

8.1 **Input from Board Members**

There were no reports of events attended in the past month.

9.0 **Board Advocacy:**

9.1 **December 2021 & January 2022 Library Programs**

Staff explained that they were making an attempt in January to hold the first “in person” program since March 2020.

Moved by Mrs. Lillian Tolensky
Seconded by Mr. Ben Hendriks

Resolved that the report “December 2021 & January 2022 Library Programs” be received.

Carried.

9.2 **Working Group Presentation to Council**

Staff thanked the presenting team of Raymond Chan, Edward Choi, Margaret McGrory and Lillian Tolensky, for their support and delivery.

The presentation was well received by Council and emphasized the following recurring themes and perspectives:

- Alignment with the corporate Strategic Plan
- Alignment with municipal priorities
- MPL’s strategic Focus
- MPL’s evidence- based focus
- KPIs showing efficient use of taxpayer dollars

When asked for her input, the CEO referenced the minutes from that General Committee meeting on November 15, 2021:

“The Committee thanked the MPL Board and staff for their work, dedication and support during the pandemic and noted the alignment of Library initiatives to the City’s strategic plan to leverage their value and deliver these services to residents. The City is looking forward to the resumption of full library services.

There was discussion on the following:

- The price variances for e-books versus hard cover books;
- An inquiry regarding e-audio books;
- The potential integration with the library registration system and the City's recreation registration systems;
- The positive effects the library has on the community;
- Consideration to bridge the social and recreational gaps experienced during the pandemic as services resume; and,
- Identifying opportunities to create a formal relationship with York University in the future"

Moved by Councillor Andrew Keyes
Seconded by Mr. Raymond Chan

Resolved that the report "Working Group Presentation to Council" be received.

Carried.

10.0 **Education:**

10.1 **E-Content and Fair Pricing for Libraries**

Staff advised that the report provides the Board with an overview of the current status of the campaign for fair pricing for eContent, an overview of licensing models, access issues, and current advocacy and legal actions related to fair eBook pricing for Libraries.

The Vice-Chair asked if there had been any court or legal challenges in Canada at this time. The CEO noted that most publishers are very large and American owned and was not aware of any legal activity within Canadian courts at this time.

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

Resolved that the Board receives the Board Education Report entitled "E-Content and Fair Pricing for Libraries".

Carried.

10.2 **OLA Super Conference 2022: February1-5**

Ms. McGrory informed the Board that the conference will be virtual again in 2022 and encouraged any Members who had not previously attended to consider it this year.

11.0 **Incidental Information**

11.1 **2022 Board Meeting and Agenda Planning Dates**

The Vice-Chair asked the Board if there were any issues with the stated dates, there were none.

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

Resolved that the schedule of the 2022 Board meeting and Agenda Planning dates be received.

Carried.

12.0 **New Business**
(None)

13.0 **Board Evaluation: (none in November)**

14.0 **In Camera Agenda (none)**

15.0 **Adjournment**

Moved by Deputy Mayor Don Hamilton and seconded by Edward Choi that the meeting be adjourned at 7:53 p.m.