

**MARKHAM PUBLIC LIBRARY BOARD**

**Regular Meeting**

**Minutes of Regular Meeting held on Monday, October 27, 2025, 7:00 p.m.**  
**Unionville Library, Program Room, 15 Library Lane, Unionville, ON L5R 5C4**

Present from Board: Ms. Margaret McGrory, Chair  
Mr. Edward Choi, Vice Chair (from 3.2)  
Ms. Gail Vlahopoulos  
Mr. Kenneth Wightman  
Mr. Jay Xie  
Deputy Mayor Michael Chan  
Mr. Raymond Chan  
Mr. Harout Manougian (from 1.4)  
Councillor Ritch Lau

Youth Representative: Ms. Amani Patel

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  
Mrs. Anthea Baillie, Manager, Collections & Technical Services  
Ms. Megan Garza, Senior Manager, Organizational Transformation  
Ms. Liz Myers, Manager, Unionville Library  
Ms. Nithar Arul, Manager, Markham Village Library  
Mrs. Susan Price, Board Secretary

Regrets: Ms. Winnie Phung

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

Ms. Margaret McGrory called the meeting to order at 7:00 p.m.

Moved by Ms. Gail Vlahopoulos  
Seconded by Mr. Raymond Chan

**Resolved that the agenda be approved .**

Carried.

**1.1 Adoption of Minutes:**

## AGENDA 1.1

Library Board Minutes September 22, 2025.

Moved by                      Mr. Kenneth Wightman  
Seconded by                Mr. Raymond Chan

**Resolved that the minutes of September 22,2025 Library Board Meeting be confirmed.**

Carried.

1.2    **Declaration of Conflict of Interest**  
None.

1.3    **Delegation**  
None.

1.4    **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, Anishinaabeg, Seneca, Chippewa, and the current treaty holders Mississauga of the Credit peoples. We share 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 the Directors to introduce guest staff members present.

The Chair introduced and welcomed Amani Patel, Youth Representative for the MPL Board. Amani introduced herself as a grade 12 student attending Thornhill Secondary School and is hoping to contribute her perspective to Board meetings. All those present introduced themselves and extended a resounding welcome.

Ms. McGrory confirmed that the fall Policy Governance Workshop will take place at Pingle House, Saturday morning November 29,2025, starting at 9:00 a.m.

The Chair asked Board members to ensure they sign cheque requisitions before the end of the meeting, and a reminder that this is the last in-person meeting until spring, as of November, Board meetings will be virtual, via Zoom.

### 2.0 **Ownership Linkage:**

#### 2.1 Reports from Board Members

Ms. McGrory attended the Mid-Autumn Festival at Unionville Library. The event was fun and well attended. She had an opportunity to speak with some parents, who expressed appreciation for the Library's programs and extensive online offerings.

### 3.0 **Board Education:**

#### 3.1 Board of Education 2026

Staff advised that the schedule was as proposed in September with the exception of March which was changed to include a presentation on central libraries.

Moved by                      Mr. Raymond Chan  
Seconded by                 Mr. Kenneth Wightman

**Resolved that the report entitled "Board Education Plan 2026" be received.**

Carried.

#### 3.2 Community Consultations

Staff gave a detailed presentation on the results of the community consultations, held to hear first-hand from Markham residents about their goals and potential barriers to achieving them. People want to live fulfilling lives rooted in family well-being, personal growth, career success, good health, stability, and with meaningful community connections. Challenges expressed included economic pressures, social isolation, systemic complexity, and rapid societal change.

There was significant discussion on the findings including concerns expressed around A.I. (Artificial Intelligence). The Chair encouraged staff to offer programs that would empower customers to utilize A.I. technology successfully. Staff confirmed that as part of the MPL Digital Literacy Strategy, the Library offers workshops to support A.I. literacy.

Moved by                      Mr. Raymond Chan  
Seconded by                 Mr. Kenneth Wightman

**Resolved that the Board receives the Board Education Presentation "Community Consultations."**

Carried.

### 4.0 **Information Requested by the Board:**

#### 4.1 CEO's Highlights, October 2025

Due to time constraints the CEO kept commentary brief; however, she did note the diagram **Your Markham Tax Dollars-Markham Services** and the **Trend Report Update: Impact of Screen Addiction and Social Media Use on Human Wellbeing, Education and Social Connection.**

Moved by                      Mr. Harout Manougian  
Seconded by                 Mr. Edward Choi

**Resolved that the report entitled "CEO's Highlights, October 2025" be received.**

Carried.

### 5.0 **Items for Decision:**

#### Board Meeting Attendance

Moved by                      Mr. Harout Manougian  
Seconded by                 Mr. Edward Choi

**Resolved that Councillor Ritch Lau's absence from the Board meetings held on Monday, May 26,2025, and Monday, June 23,2025 and Monday, September 22,2025 be authorized due to conflicting Council responsibilities.**

Carried.

### 6.0 **Monitoring Performance:**

#### 6.1.1 Strategic Plan Update

Staff noted that the MPL Strategic Plan Survey had a strong uptake, and that much of what was learned intersected with the findings of the Community Consultations (3.2). A full analysis of the results will be presented to the Board in January. MPL will be engaging a consultant to assist with interpreting the findings of the data collected and to support the development of the final Plan.

Moved by                      Mr. Jay Xie  
Seconded by                 Mr. Edward Choi

**Resolved that the report "Strategic Plan Update" be received.**

Carried.

## AGENDA 1.1

### 6.2 **Executive Limitations:**

#### 6.2.1 **Internal Monitoring Report: Executive Limitations, EL-2b, Staff Treatment** (assigned to Mr. Raymond Chan )

Mr. Chan reviewed the report and was satisfied that it was thorough. He did receive one question in response to his email to which staff responded satisfactorily. There were no questions at the meeting.

The report confirmed that the CEO and MPL's practices relating to MPL's Staff Treatment comply with the requirements of EL-2b policy.

Moved by                      Mr. Raymond Chan  
Seconded by                 Mr. Edward Choi

**Resolved that the report entitled "Internal Monitoring Report: Executive Limitation EL-2b, Staff Treatment" be received.**

Carried.

#### 6.2.2 **Internal Monitoring Report: Executive Limitations, EL-2i, Compensation and Benefits** (assigned to Mr. Harout Manougian)

Mr. Manougian reviewed the report and had no issues or concerns. He emailed Board members and received no questions. There were no questions at the meeting.

The report confirmed that the CEO and MPL's practices relating to MPL's Compensation and Benefits comply with the requirements of EL-2i policy.

Moved by                      Mr. Harout Manougian  
Seconded by                 Mr. Edward Choi

**Resolved that the report entitled "Internal Monitoring Report: Executive Limitation EL-2i, Compensation and Benefits" be received.**

Carried.

### 7.0 **Consent Agenda:**

The Chair encouraged Members to review the link included below.

## AGENDA 1.1

Moved by                      Mr. Kenneth Wightman  
Seconded by                Ms. Gail Vlahopoulos

**Resolved that the Consent Agenda comprising Agenda items 7.0 to 7.2.1 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:**

**7.0    CONSENT AGENDA:**

**7.1    Declaration of Due Diligence by the CEO**

**7.2    Communication and Correspondence:**

7.2.1 TorontoPublicLibrary.ca: [Bridge 2023/2024 Report: Impact of Technology Services in Ontario Public Libraries](#)

Carried.

**8.0    Board Performance and Self-Evaluation:**

**8.1 Questionnaire Results: “The Conduct of the Board.”**

The Chair asked that if anyone has concerns about the full participation of Board members in meeting discussions, to feel free to bring the matter forward either at the meeting or directly to her.

Moved by                      Mr. Edward Choi  
Seconded by                Mr. Raymond Chan

**Resolved that the report entitled “Questionnaire Results: “The Conduct of the Board” be received.**

Carried.

**9.0    New Business (none)**

**10.0   In Camera Agenda:**

**10.1 To Discuss a Confidential Personnel Matter**

Moved by                      Mr. Edward Choi

## **AGENDA 1.1**

Seconded by            Ms. Gail Vlahopoulos

**Resolved that the Board move in camera at 8:12 p.m. to discuss a confidential personnel matter.**

Carried.

The Board returned to its regular meeting at 8:34 p.m.

Moved by                Mr. Edward Choi  
Seconded by            Ms. Gail Vlahopoulos

**Resolved that the motions approved In Camera be ratified.**

Carried.

### **11.0 Adjournment**

Moved by Mr. Edward Choi that the meeting be adjourned at 8:35 p.m.