

**MARKHAM PUBLIC LIBRARY BOARD**

**Regular Meeting**

**Minutes of Regular Meeting held on Monday, March 23, 2026, 7:04 p.m. Virtual by ZOOM**

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

Youth Representative: Ms. Amani Patel

Present from Staff: Mrs. Catherine Biss, CEO & Secretary-Treasurer  
Mrs. Diane Macklin, Director, Community Engagement  
Ms. Debbie Walker, Director, Library Strategy & Planning  
Ms. Megan Garza, Senior Manager, Organizational Transformation  
Mrs. Anthea Baillie, Manager, Collections & Technical Services  
Mr. David Zambrano, Senior Manager, Virtual Services  
Ms. Polly Chan, Financial Analyst  
Mrs. Angela Tse, Manager, Markham Village Library  
Ms. Faith Robinson, Community Librarian  
Mrs. Susan Price, Board Secretary

Guest: Mr. Morgan Jones, Commissioner, Community Services, City of Markham

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

Ms. Margaret McGrory called the meeting to order at 7:04 p.m.

Moved by Mr. Jay Xie  
Seconded by Ms. Gail Vlahopoulos

Carried.

1.1 **Adoption of Minutes:**

Library Board Minutes January 26, 2026.

Moved by                Mr. Jay Xie  
Seconded by            Ms. Gail Vlahopoulos

**Resolved that the minutes of January 26, 2026, Library Board First 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, 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.

Ms. McGrory asked the Directors to introduce any guest staff members present.

The Chair reminded the Board that we need to count votes at virtual meetings and to keep hands raised until tallied.

The Chair reminded the Board that In Camera meetings are strictly confidential, so Members need to ensure they are in a private location or using headphones. Agenda item 10.0 was moved ahead, following Chair's Remarks, in order to accommodate guests.

10.0 **In Camera Agenda:**

10.1 To Discuss a Confidential Personnel Matter

Moved by Deputy Mayor Michael Chan  
Seconded by Mr. Jay Xie

**Resolved that the Board move in camera at 7:08 p.m. to discuss a confidential personnel matter.**

Carried.

The Board returned to its regular meeting at 7:48 p.m.

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

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

Carried.

### 2.0 **Ownership Linkage:**

#### 2.1 Reports from Board Members

Mr. Choi attended the OLA Super Conference at the end of January.

Ms. McGrory attended Tamil Heritage Month celebrations at the Aaniin Library in January. She noted it was a beautiful, traditional celebration of dance and music, and that there were lots of positive comments about MPL.

### 3.0 **Board Education**

The Chair remarked that the Central Libraries presentation originally scheduled for this meeting was deferred to a later meeting due to the full Agenda this month.

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

#### 4.1 CEO's Highlights, March 2026

The CEO noted the following items in the report:

- **Smartphones and Social Media-Federal Policy:** Momentum is accelerating in terms of collective action to protect children from the online harms associated with social media.
- **Artificial Intelligence Policy and Legislation:** Ottawa is also planning measures to protect the young and vulnerable from AI chatbots. The aim of the online safety bill would not be to limit free speech but to address potential toxicity.
- **Facility Planning Updates:** Over the past year, the Province has advanced a range of legislation intended to remove barriers to home-building; however, this body of legislation has not resulted in the realization of provincial housing targets.

The Chair asked Board members to note that MPL is hosting events to celebrate **Neurodiversity Week and Earth Month**, and encouraged Board members to consider attending the **Markham Youth Science Exhibition**, which will be held at the Milliken Mills Library on April 25 from 10:00 a.m. to 2:00 p.m.

Moved by                Mr. Edward Choi  
Seconded by            Mr. Kenneth Wightman

**Resolved that the report entitled “CEO’s Highlights, March 2026” be received.**

Carried.

### 5.0 **Items for Decision** (None this month)

### 6.0 **Monitoring Performance**

#### 6.1 **Ends:**

##### 6.1.1 Global Ends Report and Presentation

At the January Board meeting, management was asked to prepare a presentation highlighting, for each operational area, three or four accomplishments from the 2025 Accomplishments that created a noticeable impact on Board Ends. There were five presenters featured.

#### Anthea Baillie:        **Collections**

- Developed a new content strategy
- Completed a diversity audit of Collections

#### David Zambrano:     **Technology**

- Developed an A.I. Policy for staff
- Implemented accessibility PACs (public access computers) at all branches
- Completed a technology survey for both staff and customers

#### Diane Macklin:       **Community: Underserved, Marginalized and Newcomer Groups**

- Held a successful Black-Owned Market raising awareness of local businesses and building an ecosystem for entrepreneurs
- Supported the economically vulnerable through a back-to-school initiative providing school supplies and 500 backpacks free of charge as well as a free Family Fun Fest.
- Diversified English Language Learning programs to address gaps in offerings and cuts to funding for newcomer programs.

#### Megan Garza:        **Literacy Engagement**

## AGENDA 1.1

- AI implementation: Developed training to support user empowerment; launched AI introductory courses, and expanded the curriculum for 2026 to reflect user needs
- Expanded Digital Literacy and Makerspace Services
- Analyzed the Strategic Plan Engagement data.
- Developed supportive security and safety protocols

Debbie Walker: **Planning Future Facilities and Services (actions include)**

- Monitored the planning landscape
- Reviewed the ILMP recommendations
- Informed the Board about the Provincial Growth Policy
- Completed the Library's Corporate Business Planning, 2026
- Completed the Library's Strategic Planning Phase 1, 2025

Moved by Mr. Edward Choi  
Seconded by Mr. Kenneth Wightman

**Resolved that the Board receives the “Global Ends Report Level 1 and Level 2 (2025).**

Carried.

### 6.1.2 Strategic Plan Update

Staff reported a very positive relationship with the consultant and gave a brief overview of the contents of the report.

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

**Resolved that the report “Strategic Plan Update” be received.**

Carried.

### 6.2 Executive Limitations:

#### 6.2.1 Internal Monitoring Report: Executive Limitations, EL-2d, Financial Condition (assigned to Mr. Jay Xie)

Mr. Xie reviewed the report and noted that MPL was in a positive position at the end of the year. He did not receive any questions or concerns in response to his email to Board members.

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

Moved by Mr. Jay Xie  
Seconded by Ms. Winnie Phung

**Resolved that the report entitled “Internal Monitoring Report: Executive Limitation EL-2d, Financial Condition” be received.**

Carried.

**6.2.2 Internal Monitoring Report: Executive Limitations, EL-2g, Emergency Executive Succession** (assigned to Ms. Winnie Phung)  
Ms. Phung reviewed the report, found it to be comprehensive and compliant. She received no questions or concerns from Board members.

The report confirmed that the CEO and MPL’s practices relative to MPL’s Emergency Executive Succession comply with the requirements of EL-2g policy.

Moved by                    Ms. Winnie Phung  
Seconded by                Ms. Gail Vlahopoulos

**Resolved that internal monitoring report entitled “Executive Limitation: EL-2g, Emergency Executive Succession” be received.**

Carried.

**7.0 Consent Agenda:**

Moved by                    Mr. Harout Manougian  
Seconded by                Deputy Mayor Michael Chan

**Resolved that the Consent Agenda comprising Agenda items 7.0 to 7.1 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**

Carried.

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

**8.1 Questionnaire Results: The Board and the CEO**

Moved by                    Mr. Jay Xie  
Seconded by                Mr. Harout Manougian

## AGENDA 1.1

**Resolved that the report entitled “Questionnaire Results: the Board and the CEO” be received.**

Carried.

### 8.2 **Questionnaire: Feedback to the Chair**

The Chair asked the Board to complete the questionnaire and return it to the Board Secretary by e-mail as directed.

### 9.0 **New Business** (None)

10.1 Addressed after 1.4

### 11.0 **Adjournment**

Moved by Mr. Edward Choi that the meeting be adjourned at 8:53 p.m.