

**TOWN OF MARKHAM PUBLIC LIBRARY**

**Regular Meeting**

**Minutes of Meeting held on Monday, December 14, 2009, 7:04 p.m.,  
Program Room – Main Level, Markham Village Library – Administration,  
6031 Highway 7, Markham**

Present from the Board: Ms Patricia Durst, Chair  
Ms Cheryl Giblon, Vice Chair  
Councillor Alex Chiu  
Mr. Justin Hung  
Mr. David Jones  
Ms Deborah Jestin  
Mr. Edward McDermott  
Mr. Mahendra Naik  
Ms Lan Sum  
Councillor John Webster

Present from Staff: Mrs. Catherine Biss, CEO and Secretary-Treasurer  
Mr. Larry Pogue, Director, Administration & Operational Support  
Ms Debbie Walker, Director, Library Strategy & Innovation  
Mrs. Diane Macklin, Marketing & Programming Strategist  
Mr. Mohammed Hosseini-Ara, Director, Service Excellence  
Mrs. Jane Byrnes, Board Secretary  
Ms Andrea Cecchetto, Manager, Markham Village Library  
Mr. Patrick Pan, Manager, Milliken Mills Library

Guests: Mr. Brian Gregersen, Architect

Regrets: Ms Amanda Turner  
Deputy Mayor Jack Heath  
Ms Ada Leung  
Mrs. Shamira Madhany

**1.0 AGENDA**

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

The Chair called the meeting to order at 7:04 p.m.

Moved by: Ms Sum  
Seconded by: Ms Giblon

**RESOLVED THAT: The agenda be approved.**

Carried.

**1.2 Declaration of Conflict of Interest**

None.

### 1.3 Due Diligence

The Chair asked the CEO: Have the taxes and GST been paid and are we in environmental compliance? The CEO responded: To the best of my knowledge and belief.

### 1.4 Delegation (Ownership/Linkages)

None.

### 1.6 Chair's Comments

The Chair noted that four Members were unable to attend the Board Meeting. A card was sent to one of the Members of the Board expressing care and concern. Mrs. Jestin provided further information.

Councillor Webster, Ms Sum and Councillor Chiu requested items to be added to the agenda under incidental information.

### 1.7 In Camera

## 2.0 CONSENT AGENDA

The Chair asked Board Members if they wished to discuss any items from the Consent Agenda. Ms Sum requested the following item for discussion:

- 2.3.4 Letter dated November 23, 2009 from David Allen re FOPL
- 2.4.2 BCL-2c Delegation of the CEO – L. Sum

She requested clarification of the word “any” in the BCL-2c which reads:

The Board will instruct the CEO through written policies that prescribe the organizational Ends to be achieved and describe organizational situations and actions to be avoided, allowing the CEO to use any reasonable interpretation of these policies.

After a discussion, the Board concluded not to change the wording.

Ms Giblon requested further information on membership dues and value of being a member. The CEO responded satisfactorily and the Chair advised she will be attending the FOPL meeting at the OLA Conference.

Moved by: Ms Jestin  
Seconded by: Councillor Chiu

**RESOLVED THAT: The consent agenda be received.**

**AND THAT: The Consent Agenda comprising of items:**

- 2.1 Approval of Consent Agenda
- 2.2 Minutes of Meeting November 23, 2009
- 2.3 Communication and Correspondence:
  - 2.3.1 “Public Consultations & Meetings”, Economist & Sun, November 28, 2009
  - 2.3.2 “Naming Sponsorships – Libraries”, email received December 1, 2009
  - 2.3.3 “Honour with Books” December 2009

- 2.4 Annual Monthly Policy Review: (The wording of the following policies are reviewed annually by a Member)  
2.4.1 GP-2c Chair's Role – A. Leung

**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.**

Carried.

**Minutes of meeting – November 23, 2009**

Moved by: Mrs. Jestin  
Seconded by: Councillor Chiu

**RESOLVED THAT: The Minutes of the meeting held on November 23, 2009 be approved.**

Carried.

**3.0 CEO'S Report**

**3.1 CEO's Report – December 2009**

The Chair attended the recent General Committee meeting when the library space issue was discussed. She reported the Town has found alternate space during the renovation period. The Board is aware of the timeline sensitivity to complete the project on time. The Board probed into the implications of this deadline. The Board was very concerned with meeting the deadline. It was noted it is the Town's responsibility to manage the project and they are responsible for the ultimate cost of the project.

Moved by: Councillor Chiu  
Seconded by: Mr. Naik

Carried.

**4.0 MONITORING (delegation-ownership linkages)**

**4.1 Compliance list of internal monitoring reports and Discussion Led by Members**

**4.1.1 Executive Limitations: EL – 2g Protection of Services – J. Hung**

Mr. Hung led the discussion on Executive Limitations EL-2g Protection of Services. He reported he did not receive any concerns from the Members. Mr. Hung requested clarification on accessibility training and CAP funding. The CEO and staff were able to response satisfactorily to Mr. Hung's concerns.

Moved by: Mr. Hung  
Seconded by: Mrs. Jestin

**RESOLVED THAT: The monitoring report Executive Limitations EL- 2g Protection of Services.**

Carried.

## 5.0 ENDS

## 6.0 GOVERNANCE

### 6.1 Annual General Meeting Reminder

The Chair reminded Members the Annual General Meeting will commence prior to the regular Board meeting next month. At the Annual General Meeting, the Board will elect a Chair and Vice Chair.

## 7.0 OWNERSHIP LINKAGE

### 7.1 Milliken Mills Feasibility Study

Moved by: Ms Sum  
Seconded by: Mr. Hung

**RESOLVED THAT: The Board receives the Report entitled “Milliken Mills Feasibility Study”.**

Carried.

Ms Walker provided a quick summary of what is required by the Board. Mr. Gregersen, Architect, provided the options presented at the open house and the pros and cons of each option. He also reviewed the comments received at the open house. The options included:

- a) one-level concept
- b) two storey concept
- c) partial two level concept

The Board had a number of concerns; namely, last month’s Board motion, adequate study space, functionality of space, teen needs, disruption of library service during the renovation, long term effects, staffing concerns for each option, and visual appearance. Councillor Webster and Mr. Naik emphasized although closing the facility is a temporary inconvenience, the Board should weigh the long-term benefits when making their decision on which option to choose.

Councillor Chiu raised the issue of possible dedicated area for seniors and youths. The CEO clarified that the library currently provides library services to seniors and youths and the Town’s Recreation Department is responsible for providing dedicated physical space for senior and youths.

Moved by: Ms Giblon  
Seconded by: Mr. Jones

**RESOLVED THAT: The split level option be put forward as the preferred option by the Board.**

Carried.

### 7.2 Knowledge Ontario Advocacy

Mr. Jones queried why the funding has been cut. The CEO responded that she believes the government is considering this.

Moved by: Mr. Jones  
Seconded by: Ms Sum.

**RESOLVED THAT: The Board receives the Report entitled “Knowledge Ontario Advocacy”.**

Carried.

Moved by: Mrs. Jestin  
Seconded by: Ms Giblon

**RESOLVED THAT: The Board support Knowledge Ontario by passing the following motion:**

***“Markham Public Library Board***

- i) values the programs delivered by Knowledge Ontario,***
- ii) supports Knowledge Ontario’s request for sustainable funding from the provincial government, and***
- iii) will send a letter to the Minister of Culture emphasizing these points”.***

**AND THAT: The Board in writing to the Minister of Culture in support of Knowledge Ontario copy the Town of Markham, SOLS and other pertinent public bodies.**

Carried.

## **8.0 EDUCATION**

### **8.1 SOLS Meeting Update – J. Hung**

Mr. Hung reported on the SOLS meeting which was hosted by the Markham Public Library. The meeting was held at Markham Village Library. He thanked the Chair, CEO and staff for the tour of the library.

He received very favourable comments on the facility.

He noted there is a facility development guideline on the SOLS website which is available to Members. Also there is a Municipal Councillor Orientation kit.

He provided SOLS with a summary of the renovation/building projects of Markham Public Library. He noted the spring SOLS meeting will be held at the Ajax Public Library.

### **8.2 Advocacy Training**

The Board Secretary was asked to remind the Members of the date of the next advocacy training session by email.

## **9.0 INCIDENTAL INFORMATION**

### **9.1 Board Meeting Dates 2010**

The Chair asked Members to review the Board Meeting dates for 2010. Councillor Chiu advised he will not be able to attend in May, Ms Sum will not be able to attend in April and Mr. Hung will not be able to attend in June.

## **9.2 Board Event**

The Board event will be held on Friday, January 29. The Chair requested Members to advise the Board Secretary of their attendance

## **9.3 Library Event Summary**

The Chair was very pleased to announce that \$1614.48 was raised for the Markham Food Bank. A photo of the donation with staff will be sent to the Economist & Sun and SNAP.

# **10.0 NEW BUSINESS**

## **10.1 Board Governance and Process**

Ms Sum queried and requested interpretation of the Board's process and governance relating to Board motions. She asked for guidance in defining a Member's position once a Board motion has been passed. Does it make a difference if the Member is a councillor or a lay person? Her understanding was that once the Board votes and passes a motion the Board speaks with one voice. She asked for clarification of a councillor's role as a Board Member putting forward views in a public forum in relation to library issues.

There was a lengthy discussion on this topic. Many Members agreed that the Board speaks with one voice and it stands for all Members of the Board to hold this position outside of the Board Meeting once a motion is passed. Councillor Chiu indicated, although there was a Board motion, he felt an obligation to his constituents for full transparency. It was noted that these concerns should have been raised at the Board Meeting during the discussion segment. Mr. McDermott noted the importance of the role of this Board and asked the Board receive legal clarification on the role of the Board vis-à-vis employees, community at large, Board governance, people who become Members of the Board – interrelationship, funding and governing body. Mr. Naik agreed legal advice should be sought but reiterated that once the Board agrees on an issues it should be supported by all Members. The Board was requested to submit their concerns on the issue to the Board Secretary. The Board Secretary would then collect the questions and forward them to the CEO. The CEO indicated she will be meeting with the Town Solicitor shortly. Councillor Webster suggested the municipal councillor kit from SOLS be distributed to the Members. Councillor Chiu suggested a joint meeting between the Town and the Board might be helpful.

## **10.2 Library Event**

Mrs. Jestin noted she received a card from a staff member thanking the Board. She thanked the Board for their time and help organizing the event. Everyone appreciated the Board's efforts.

## **10.3 East Markham Community Centre and Library**

Councillor Webster provided an update on the status of developments at the Town's committee meetings on the East Markham Community Centre and Library.

## **10.4 Thornhill Community Centre and Library Renovation Project**

Mr. McDermott raised the concern of the motion passed at the last Board Meeting regarding closing the Library during the renovation period which included not providing

library services. The Chair clarified that the physical building would be closed but some service will be provided elsewhere. An update was provided on the status of the renovation project at Thornhill Community Centre and Library.

Moved by: Mr. McDermott  
Seconded by: Mr. Jones

**RESOLVED THAT: MPL continue to carry on such library services at TCC as may be possible by reason of an alternate space having been made available to the Board at such location.**

Carried.

**10.5 Olympic Torch Run**

The CEO advised the Olympic torch run will be coming to Markham on December 16. The particulars will be sent by email by the Board Secretary.

**11.0 BOARD EVALUATION**

**11.1 Performance of Individual Members Survey Summary**

A copy of the summary of the survey was provided.

**12.0 ADJOURNMENT**

Moved by Councillor Chiu that the meeting be adjourned at 8:55 p.m.