

Agenda 2.3



Mississauga Public Library Board

Regular Meeting

Minutes of the meeting held on Wednesday, September 18, 2024 at 5:30 p.m. at Hazel McCallion Central Library.

Present

Brad Bass
Suman Kathuria
Councillor John Kovac
Paul Lee
Priscilla Mak
Chucks Uwandulu

Absent

Reyen Jones
Mai Lu
Councillor Matt Mahoney

Staff Present

Rona O'Banion, Director, Library
Jennifer Stirling, Manager, Library Digital Services & Collections
Laura Reed, Manager, Central Library & Community Development
Sue Coles, Manager, Facilities & Operations
Fawzia Raja, Manager, Library Operations Planning & Analysis

Minutes Recorded

Anne Marie Solleza

Minutes

1.0 Call to Order

The Chair, called the meeting to order at 5:35pm.

1.1 Excused Absences

37:24 Resolved that Councillor Matt Mahoney, Reyen Jones and Mai Lu be excused from the meeting.

Moved by B. Bass

Seconded by P. Lee

Carried

At this point, the CEO officially welcomed, Suman Kathuria, appointed to the Library Board on September 11,2024 to fill the vacancy resulting from the resignation of Ritu Janveja. Prior to her retirement, Suman was an executive in the pharmaceutical industry. She is also a published author and an avid photographer.

2.1 Approval of Agenda

38:24 Resolved that the agenda be approved as presented.

Moved by B. Bass

Seconded by Councillor J. Kovac

Carried

2.2 Declaration of Conflict of Interest

There were no conflicts of interest declared.

2.3 Approval of Minutes

39:24 Resolved that the Minutes from the June 19, 2024 and July 10, 2024 Library Board meetings be approved.

Moved by Councillor J. Kovac

Seconded by S. Kathuria

Carried

3.0 Delegation/Guest Speaker

There were no delegations or guest speakers.

4.0 Business Arising from Minutes

There were no items for discussion.

5.0 Consent Agenda: Staff Information Reports

Discussion highlights are as follows:

- OLA and FOPL advocacy include asking the government to create a provincewide digital public library, to ensure residents in smaller municipalities have the same access to materials as people in large, urban centres.

- Staff Appreciation is coming up on October 9th and 17th. Board members interested in attending are encouraged to confirm their preferred date with Anne Marie.
- Hazel McCallion central Library (HMCL) is now almost fully recovered from the fire on August 14 which was mostly confined to the vacant retail space. Insurance claims are still on going for Claims for damaged items, including new books, programming and outreach materials, and library cards.
- The library continues to pilot new collections in its Library of Things collection. At the beginning of September, the library introduced two acoustic guitars for loan. The guitars are available for a 7-day loan from the Port Credit location only.
- Testing is ongoing for inventory wands that will improve inventory accuracy and assist in effective collection management.
- Councillor J. Kovac requested for more information regarding new Maker space programs.
- Demand for eResources still growing. An increase in use of Hoopla and Kanopy was observed after the introduction of Bibliocommons.
- Library cards are not geofenced so they will work regardless of location until they expire.
- Another addition to the Library of Things are life jackets. Clarkson and Erin Meadows Libraries introduced a lifejacket lending program in July 2024 in partnership with the Aquatics teams from Recreation. Lifejackets are available to borrow with a Library card, from infant sizes to 3XL.
- Exterior demolition began in August for South Common Community Centre and Library. A pop-up location, comparable in size to the pop-up location at LAC/Port Credit, will open at the South Common Mall in the fall to bridge service between now and the opening of the new joint-use facility in 2027.
- Facility upgrades are also happening at Sheridan, Lakeview, Lorne Park and Malton libraries. Construction work on the outdoor space at Erin Meadows Community Centre and Library has been completed. The new plaza improves pedestrian movement and gives the community a great place to gather and play.
- The construction of a new Cooksville Library is still in its conceptual stages. The library will explore various options but hopes to partner with either Recreation Division or the school board.
- Project studies for the redevelopment of the Mississauga Valley Community Centre and Library are expected to start in 2025. However, timelines could change based on city priorities.
- Branch circulation statistics for Frank McKechnie Library and Lakeview Library were switched for a period between 2022-2023 due to an IT issue; impacting the overall circulation data for those two branches. Due to this issue, we will continue to observe what seems to be significant changes in year-over-year circulation data at these locations; even though this is not the exact case.
- YTD data shows continued increase in foot traffic and circulation.

40:24 Resolved that items 5.1 to 5.5 on the consent agenda be received.

Moved by B. Bass
 Seconded by P. Lee
 Carried

6.0 New Business

6.1 2025 Budget Update

The Board noted that budget for physical collections has been moved to capital from operating. F. Raja explained that per advise from the Finance Department, moving of physical collections budget to the capital program will allow for simplified annual reporting of tangible capital assets. Currently, the collections budget is split 50/50 between physical and digital collections. Also noted is the 2025 capital project request of \$3 million for South Common Library renovations (project total of \$13.26 million over 4 years – 2024-2027).

41:24 Resolved that the Board endorse the 2025 Library budget.

Moved by Councillor J. Kovac
 Seconded by B. Bass
 Carried

6.2 2025 Fees and Charges

F. Raja presented the 2025 Fees and Charges for approval. Changes to the schedule include the removal of the copy/print card fee due to change in the library's print management system. Other changes relate to cost recovery for materials associated with Makerspaces projects.

42:24 Resolved that the Board approve the revised 2025 Fees and Charges Schedule.

Moved by Councillor J. Kovac
 Seconded by C. Uwandulu
 Carried

6.3 Code of Conduct

Language has been updated to reflect changes in the needs of the community and that libraries are now dynamic, vibrant places. This carries through to updated language around noise levels in the library, as it is no longer the expectation that our spaces are silent, although we do offer quiet spaces at various locations. Along with changes in noise levels, another change has been around the consumption of food and beverages in the library. Language in the policy has been updated to reflect that while there may be designated spaces where food and beverages are not allowed (e.g., Makerspaces), this is not the expectation in most library areas.

43:24 Resolved that the Board approve the revised Code of Conduct as of September 18, 2024.

Moved by C. Uwandulu
 Seconded by B. Bass
 Carried

6.3 Customer Use Policy

This policy was reviewed by the Library Leadership Team, and no changes are being recommended at this time.

44:24 Resolved that the Board receive the report for information.

Moved by C. Uwandulu
Seconded by S. Kathuria
Carried

7.0 Adjournment

45:24 Resolved that the meeting adjourn at 7:15pm.

Moved by P. Lee
Seconded by Councillor J. Kovac
Carried

Next Meeting

The next Library Board meeting will be on October 16,2024 at Streetsville Library.

Secretary/Treasurer

Chair