



**Regular Meeting of the Milton Public Library Board
January 15, 2025 at 7:00 PM
Main Boardroom**

Mission Statement

The Milton Public Library empowers the community to: Read. Learn. Innovate. Connect.

Minutes

Members: Sana Malik (Chair), Councillor Colin Best, Councillor Rick Malboeuf, Councillor Sarah Marshall, Ragy Sharkawy, Sibyl Shen, Karen Wolnik

Staff: Sarah Douglas-Murray, Chris Dorscht

Guests:

Anand Desai, Associate Planner, Monteith Brown Planning Consultants

Janine Gallagher, Director Human Resources, Town of Milton

Priti Pabla, Learning & Organizational Development Specialist, Town of Milton

1. Land Acknowledgement

2. Approval of Agenda

Motion #25-1963

That the Milton Public Library Board approve the Agenda of the January 15th Meeting

Moved by *Councillor Colin Best*, **Seconded by** *Councillor Rick Malboeuf*, **Carried**

3. Declaration of Interest: none

4. Chair/Vice Chair Election

Motion #25-1964

That the Milton Public Library Board Elects Sana Malik Chair of the MPL Board for 2025; and

That the Milton Public Library Board Elects Sibyl Shen Vice -Chair of the MPL Board for 2025

Moved by *Councillor Colin Best*, **Seconded by** *Councillor Rick Malboeuf*, **Carried**

5. Consent Agenda

5.1 Approval of the Minutes of November 27, 2024

5.2 Monthly Operating and Capital Variance Report to December 31

5.3 ILS Account Management

5.4 Policy Review Schedule

5.5 2025 Cost of Living Increase

5.6 2025 Approved Operating and Capital Budget

Motion #25-1965

That the Milton Public Library Board approve the Consent Agenda of the January 15th Meeting

Moved by *Councillor Colin Best*, **Seconded by** *Councillor Rick Malboeuf*, **Carried**

6. Discussion Items

6.1 MPL Strategic Master Plan

Anand Desai and Sarah Douglas-Murray presented the Milton Public Library Strategic Master Plan for Board approval.

Motion # 25-1966

That the Milton Public Library Board receive the Milton Public Library Strategic Master Plan report; and

That the Milton Public Library Strategic Master Plan 2024 - 2029 be approved.

Moved by: *Councillor Colin Best*, **Seconded by** *Councillor Rick Malboeuf*, **Carried.**

6.2 HR Updates

Janine Gallagher and Priti Pabla presented to the Board and update on Human Resources activities be undertaken with the Town the Library in 2025.

Motion #25-1967

That the Milton Public Library Board receive the report entitled “Strategic Workforce Plan and 2025 Human Resources Initiatives” as information.

Moved by: *Councillor Colin Best*, **Seconded by** *Councillor Rick Malboeuf*, **Carried.**

6.3 Remote Hold Lockers at Milton Sports Centre and Mattamy National Cycling Centre

Sarah Douglas-Murray presented to the Board the Council approved updated budget allocation to introduce two new hold lockers to the Milton community in mid-2025 and related staffing implications.

Motion # 25-1968

That the Milton Public Library Board receive the report entitled "Remote Hold Lockers at Milton Sport Centre and Mattamy National Cycling Centre"; and

That the Milton Public Library Board approve the purchase of Remote Hold Lockers based on the budget approved by the Town Council; and

THAT the Milton Public Library Board approve awarding the Hold Lockers implementation contract to Bibliotheca Inc., as the sole-source provider; and

THAT the CEO/Chief Librarian be authorized to increase the new capital project budget by 15% i.e., up to \$204,488 plus HST, if required for contingencies or value-added enhancements; and

THAT the CEO/Chief Librarian be authorized to execute the resulting purchase order in accordance with the current Milton Public Library purchasing policy.

Moved by: *Ragy Sharkawy*, Seconded by *Councillor Sarah Marshall*, **Carried.**

6.4 2024 Year End Quarterly Report

Chris Dorscht presented to the Board an overview of 2024 library statistics.

Motion # 25-1969

That Milton Public Library Board receive the report entitled "Q4 Departmental Quarterly Report," for its information.

Moved by: *Councillor Colin Best*, Seconded by *Sana Malik*, **Carried.**

6.5 CEO & Chief Librarian Report

Motion # 25-1970

That the Milton Public Library Board receive the CEO & Chief Librarian Report for January 2025

Moved by: *Councillor Colin Best*, Seconded by *Sana Malik*, **Carried.**

6.6 2025 Work Plan

Motion # 25-1971

That the Milton Public Library Board endorse the 2025 Work Plan.

Moved by: *Ragy Sharkawy*, Seconded by *Councillor Colin Best*, **Carried.**

7. Closed Session for Confidential Items

The motion was passed to initiate the Confidential Session to deal with sensitive personal matters about an identifiable individual, including Board members.

Motion #25-1972

It was Moved by *Councillor Colin Best* **Seconded by** *Karen Wolnik*, **to move into the Confidential Session at 8:04 pm. Carried**

It was Moved by; *Councillor Colin Best* **Seconded by** *Karen Wolnik*, **to move out of the Confidential Session at 8:10 pm. Carried**

Motion #25-1973

It was Moved by *Karen Wolnik* **Seconded by** *Sana Malik*, **to approve the CEO 2025 Goals as discussed in the Confidential Session. Carried**

8. Reports and Updates

8.1 Committee Updates: none

8.2 Council Updates: none

9. Other Business: none

Committee Adjourned: 8:12pm

Next Meeting: Wednesday, March 19, 2025, 7:00pm

Signed:

Sana Malik
Sana Malik, Chair

Milton Public Library Board

Signed:

Sarah Douglas Murray
Sarah Douglas Murray, CEO

Milton Public Library Board