



Consent Agenda Item 5.1

**Regular Meeting of the Milton Public Library Board**

**June 18, 2025 at 7:00 PM**

**Main Boardroom**

**Mission Statement**

*The Milton Public Library empowers the community to: Read. Learn. Create. 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, Kanta Kapoor, Sonia Li

**Guests:** **Glen Cowan**, Chief Financial Officer & Treasurer, Town of Milton

Meeting Commenced at: 7:00pm

**1. Approval of Agenda**

**Motion #25-1983**

**That the Milton Public Library Board approve the Agenda of the June 18, 2025 Meeting**

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

**2. Declaration of Interest: none**

**3. Presentation**

**3.1. 2026 Budget**

*Glen Cowan* presented an analysis of historical tax trends in the Town and comparable municipalities, along with projected scenarios for 2026 Budget, providing a preliminary outlook for the upcoming fiscal year.

**4. Consent Agenda**

4.1. Approval of the Minutes of May 21, 2025

4.2. Month End Operating and Capital Report to May 31, 2025

4.3. 2024 Annual Report

4.4. Milton Public Library Board Financial Report for the year ending December 31, 2024

4.5. CEO & Chief Librarian Report

**Motion #25-1984**

**That the Milton Public Library Board approve the Consent Agenda of the June 18, 2025 Meeting**

**Moved by Sana Malik Seconded by Councillor Colin Best Carried**

**5. Discussion Items**

5.1. Eliminating Overdue Charges on Children's and Teen Materials

**Motion #25-1985**

**That the Milton Public Library Board endorse the elimination of overdue charges on Children's and Teen materials (book only), effective January 2026; and**

**That the Milton Library Board direct staff to include a revenue reduction of \$65,920 costs, for consideration as part of the Town of Milton's 2026 Operating Budget submission**

**Moved by Councilor Sarah Marshal Seconded by Councilor Colin Best Carried**

5.2. Library Outreach Vehicle

**Motion #25-1986**

**That the Milton Public Library Board endorses the acquisition of a Library Outreach Vehicle in 2026 (for operation beginning in 2027) as outlined in this report and subject to Town Council approval; and**

**That a copy of the approved resolutions that are associated with this report, as well as a copy of this report, be circulated to members of Milton Town Council; and**

**That the Milton Public Library Board direct staff to request the Library Outreach Vehicle as part of the 2026 Capital Budget submission to the Town of Milton, and that the Town's Head of Council be requested to consider the inclusion of this item in the 2026 Budget**

**Moved by Councillor Sarah Be Seconded by Councillor Colin Best Carried**

5.3. Master Plan Implementation – 2026 Budget Requests

**Motion #25-1987**

**That the Milton Public Library Board endorse the creation of a full-time Community Engagement Librarian position as outlined in Attachment I to this report, to support system-wide outreach, access, and community development, subject to Town Council approval; and**

**That the Milton Public Library Board endorse the renovations at Beaty Branch to convert the existing Lounge to a Makerspace; and**

**That the Milton Public Library Board direct staff to bring forward associated capital costs for furniture and equipment for the Makerspace as part of the 2026 budget submission to the Town of Milton with options up to maximum amount of \$150,000; and**

**That the Milton Public Library Board direct staff to bring forward options for operation and programming of the Makerspace, including staffing to the Board in Q2 2026 to be considered as part of the 2027 Budget process; and**

**That the Milton Public Library Board endorses the expansion of operating hours at the Beaty Branch to include Sundays and Mondays beginning in 2027, subject to the additional staffing required and Town Council approval, as outlined in this report and Attachment 2; and**

**That a copy of the approved resolutions that are associated with this report, as well as a copy of this report, be circulated to members of Milton Town Council; and**

**That the Milton Public Library Board direct staff to request the associated costs for these initiatives as part of the budget submission to the Town of Milton, and that the Town's Head of Council be requested to consider the inclusion of these items in the 2026 Budget**

**Moved by Councillor Sarah Marshall Seconded by Councillor Colin Best Carried**

**6. Confidential Session**

*The motion was passed to initiate the Confidential Session.*

**Motion #25-1988**

**It was Moved by Councillor Colin Best Seconded by Councillor Sarah Marshall to**

**move into the Confidential Session at 8:28 pm. Carried**

**It was Moved by Councillor Colin Best Seconded by Councillor Rick Malboeuf to move out of the Confidential Session at 8: 56pm. Carried**

6.1. Personal Matters About and Identifiable Individual & Possible Litigation

## 7. Reports and Updates

### 7.1. Committee Updates

HR committee has completed the performance review for CEO/Chief Librarian and the result will be circulated to the Milton Public Library Board

### 7.2. Council Updates

Councillor Colin Best and Councillor Sarah Marshal provided an update on the by-election for Ward I and the Let's Talk Milton Survey.

## 8. Other Business

## 9. Future Meeting and Events

Next Board Meeting: Wednesday September 18, 2025

One Book One Milton: October 8, 2025

## 10. Adjournment

Meeting Adjourned: 8:59pm

Signed: \_\_\_\_\_

Sana Malik, Chair  
Milton Public Library Board

Signed: \_\_\_\_\_

Sarah Douglas Murray, CEO  
Milton Public Library Board