Agenda 2.3

Mississauga Public Library Board

Regular Meeting

Minutes of the meeting held on Wednesday, September 16,2026 at 5:30 p.m. at Hazel McCallion Central Library.

Present

In Person

Brad Bass
Reyen Jones
Suman Kathuria
Paul Lee
Priscilla Mak
Councillor John Kovac

Virtually via Webex
Mai Lu

Absent
Councillor Matt Mahoney
Chucks Uwandulu

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. The meeting opened with the Land Acknowledgment Statement.

1.1 Excused Absences

32:26 Resolved that Councillor M. Mahoney and C. Uwandulu be excused from the meeting.

Moved by P. Lee
Seconded by S. Kathuria
Carried

2.1 Approval of Agenda

33:26 Resolved that the agenda be approved as presented.

Moved by R. Jones
Seconded by M. Lu
Carried

2.2 Declaration of Conflict of Interest

There were no conflicts of interest declared.

2.3 Approval of Minutes

34:26 Resolved that the Minutes from the June 17,2026 Board meeting be approved.

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

3.0 Delegation/Guest Speaker

3.1 Information Services Overview and Tour

Kate Marczynski, Manager, Information Services, presented an overview of the department's collections, programs, services and staff expertise. The department is responsible for adult non-fiction, world languages, Mississauga history and genealogy collections. Programs support adults, older adults and newcomers and include citizenship preparation, job-search resources, basic computer skills, Excel Basics, cookbook and writing programs, genealogy, social hours, and English and French conversation and reading circles.

Services include local history and genealogy research, digitization, exam proctoring and study spaces. Staff also provide system-wide reference training focused on welcoming customer interactions, active listening and understanding customers' information needs. Work is underway to prepare staff to assist customers with questions about artificial intelligence from a public service and information-literacy perspective.

The Board toured the Information Services areas on the third and fourth floors of Hazel McCallion Central Library and thanked staff for the presentation and tour.

35:26 Resolved that the Information Services presentation be received.

Moved by M. Lu
Seconded by R. Jones
Carried

4.0 Business Arising from Minutes

There was no business arising from the minutes.

5.0 Consent Agenda: Staff Information Reports

5.1 Chief Executive Officer Report

The CEO provided updates library advocacy at the federal level, including fair pricing for digital content and intellectual freedom. She then outlined the process for reconstituting the Library Board following the municipal election. Returning members must reapply. The City Clerk's Office will advertise opportunities and coordinate the application process. Board members will be notified when the call for applications is issued.

The annual staff appreciation event and long-service recognition were highlighted. Board Members were reminded to confirm their attendance for the October events identified in the Board package.

5.2 Central Library and Community Development Report

L. Reed highlighted strong participation in teaching-kitchen programs and partnerships supporting food literacy, sustainability, dance, literacy and cultural programming. The Library also works with Recreation and Culture to provide controlled access to portions of Hazel McCallion Central Library, specifically the Glass Pavilion and the breezeway during Celebration Square festivals. This arrangement will be evaluated after the festival season.

Throughout July and August, the Open Window Hub maintained a high level of service delivery while experiencing significant staffing challenges, with multiple partners on-site most days providing coordinated supports related to housing, income, health, settlement, employment, counselling, harm reduction, and identification.

5.3 Digital Services and Collections Report

Updates included improvements to reciprocal borrowing through OverDrive Libby, restrictions that reserve each system's Lucky Day titles for its own cardholders, and expanded access to New York Times premium services through the Library website.

The Library Innovation & Technology Team continues to advance strategic initiatives by incorporating technology lifecycle and replacement plans identified in the Asset Management plan into the City's 10-year capital forecast. This works helps ensure the long-term sustainability and reliability of the library's technology infrastructure.

5.4 Facilities & Operations Report

The report highlighted the community impact of branch services and programming, summer facility upgrades at Courtneypark and Erin Meadows libraries, and progress on the South Common Community Centre and Library redevelopment. The South Common facility remained scheduled to open in spring 2027. Anniversary celebrations were also being planned for Erin Meadows, Sheridan and Burnhamthorpe libraries.

5.5 Financial and Utilization Update

For the period ending July 31, 2026, operating expenses were 1.4 percent over budget, an improvement from the May 31 reporting period. Staff continued working with Finance on the labour-expense gapping target, noting the need to backfill vacant public-service positions to maintain branch operations.

Foot traffic was reported as 4.4 percent lower, partly reflecting closures at Erin Meadows and Courtneypark. The Board discussed changes in physical and digital circulation, reciprocal lending, licensing costs and collection pressures. Staff will continue monitoring the trends. Staff also reported that current tariff lists did not include books or other major bulk Library purchases, although downstream impacts remained possible.

36:26 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 2027 Library Fees and Charges Schedule

The proposed 2027 fee schedule maintained existing Makerspace fees.

Room booking fees for the Noel Ryan Auditorium located in the Hazel McCallion Central Library which were previously listed in the Fees and Charges By-law Schedule A under Facilities and Property Management, now appear as part of the Library Fees and Charges going forward. To maintain consistency with other City of Mississauga room booking fees, a 3% increase was applied for 2027. Bookings will continue to be managed through the Customer Service Centre.

Following Board approval, the schedule will proceed to Council for consideration.

37:26 Resolved that the 2027 Library Fees and Charges Schedule be approved.

Moved by R. Jones
Seconded by S. Kathuria
Carried

6.2 Public Computing and Internet Terms of Use Policy

The revised policy incorporated the changes requested at the June meeting. The title was broadened to Public Computing and Internet Terms of Use, and responsibility wording for customers was strengthened from “should” to “must.”

38:26 Resolved that the name change and the revised Public Computing and Internet Terms of Use Policy be approved.

Moved by B. Bass
Seconded by M. Lu
Carried

7.0 Other Business

- The Board was reminded that the next meeting will be held at Clarkson Library.
- Members supported planning an end-of-term Board dinner in January. Staff will circulate possible dates and locations.
- The Board also discussed using its year-end evaluation to identify advice or recommendations for the next term and, if appropriate, communicating these formally to Council.

Adjournment

39:26 Resolved that the meeting be adjourned.

Moved by P. Lee
Seconded by R. Jones
Carried

Next Meeting

The next Library Board meeting will be on October 21,2026 at Clarkson Library.

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Secretary/Treasurer Chair