Public Library Board

Agenda 2.3

The Library
MISSISSAUGA

Regular Meeting

Minutes of the meeting held on Wednesday, October 21,2026 at 5:30 pm.

Present

Brad Bass
Reyen Jones
Suman Kathuria
Paul Lee
Priscilla Mak
Mai Lu

Absent

Councillor John Kovac
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
Fawzia Raja, Manager, Library Operations Planning & Analysis
Heather Martyn, Manager, Clarkson and Woodlands Libraries

Guest

Ryan Lim, Director, Information Technology AND Chief Information Officer

Minutes Recorded

Anne Marie Solleza

Minutes

1.0 Call to Order

The Chair called the meeting to order at 5:35 p.m. The meeting opened with the Land Acknowledgment Statement.

1.1 Excused Absences

40:26 Resolved that Councillor J. Kovac and Councillor M. Mahoney be excused from the meeting.

Moved by B. Bass
Seconded by M. Lu
Carried

2.0 Agenda

2.1 Approval of Agenda

The agenda was amended to consider the Artificial Intelligence Strategy presentation before the Clarkson Library tour.

41:26 Resolved that the agenda be approved as amended.

Moved by P. Lee
Seconded by M. Lu
Carried

2.2 Declaration of Conflict of Interest

There were no conflicts of interest declared.

2.3 Approval of Minutes

42:26 Resolved that the Minutes from the September 16,2026 Board meeting be approved.

Moved by S. Kathuria
Seconded by B. Bass
Carried

2.4 In Camera Agenda

There were no in-camera items to discuss.

3.0 Delegation/Guest Speaker

3.1 AI Streams for Mississauga Library

- J. Stirling and R. Lim presented an overview of the City and Library's work to support the responsible, ethical and transparent use of artificial intelligence. Libraries have an important role in extending access to technology, strengthening AI and information literacy, and helping customers assess privacy, bias, misinformation and the reliability of AI-generated content.
- The presentation highlighted City principles and foundational work related to governance and compliance, operating models, technology and data readiness, staff capacity, digital sovereignty, privacy and security, accountability, equity and inclusion, sustainability, transparency and human oversight. The City is building the governance, data and cybersecurity foundations needed before broader implementation of AI tools.
- The Library's 2026 work included adding AI-related language to the Collection Development Policy and Public Computing and Internet Terms of Use, training Technology Champions and Information Services staff, developing customer-facing AI

literacy programming for future pilot delivery, and working with the City's AI steering committee to ensure that public access and library-specific considerations are reflected in corporate policy and procurement processes.

- The Board discussed the environmental impact of AI and data centres, the value of helping customers understand the energy and water associated with digital activity, the importance of accessible training for customers with varied language and digital literacy needs, and how Mississauga compares with other municipalities and library systems. Staff advised that Mississauga is well positioned in data, cybersecurity and literacy development, while taking a measured approach to implementation and learning from sector leaders.

43:26 Resolved that the presentation entitled AI Streams for Mississauga Library be received for information.

Moved by P. Lee
Seconded by R. Jones
Carried

3.2 Clarkson Library Tour

H. Martyn led the Board on a tour of Clarkson Library and highlighted recent improvements, including new carpeting and refreshed office areas completed in partnership with the community centre. The Board thanked staff for the informative tour.

4.0 Business Arising from the Minutes

There was no business arising from the minutes.

5.0 Consent Agenda: Staff Information Reports

5.1 CEO Report

The CEO highlighted the Canadian Urban Libraries Council's advocacy in support of a defined role for libraries in Canada's AI strategy and noted the value of coordinated national advocacy. She also reported on sector discussions concerning the Canadian Federation of Library Associations and the need for a sustainable national model for copyright, federal advocacy and other shared priorities. CULC is developing its first formal strategic plan while continuing its leadership role for large urban public libraries.

Other updates as it relates to the Board:

- Members will receive the annual Board self-evaluation before the November meeting.
- Staff will also present a high-level end-of-term accomplishment overview.
- Members were reminded of the City's civic recognition event for committee and Board volunteers on November 4.

5.2 Central Library and Community Development Report

L. Reed reported strong summer participation, including more than 10,000 children registered in the TD Summer Reading Club, almost 16,000 participants in children's programs, and more than 800 youth registered in the Youth Summer Series. Programming included staff-led activities, performers and community partnerships.

The revised Open Window Hub service model continues to operate effectively. Drop-in service is available in the morning, with afternoons focused on appointments, partner referrals and more in-depth assistance. Staff and partners have responded positively to the model and its improved capacity to connect customers with appropriate supports.

5.3 Digital Services and Collections Report

J. Stirling reported on a recent request for reconsideration that had been reviewed by a committee convened by the Manager of Collections and Material Handling in accordance with Board policy. After review by the committee composed of library professionals, it was decided that the item will remain in the collection, subject to the established appeal process.

Other updates include:

- The library card is now available in Apple Wallet.
- BiblioSuggest will launch on November 2 and will allow customers to submit purchase suggestions through the catalogue while receiving immediate information when an item is already owned, on order or outside collection parameters.
- Website measures continued to show strong performance, including a 90.7 percent task-completion score and 84 percent customer satisfaction.
- Makerspace use continues to grow across the system, including Cricut and embroidery services, with Erin Meadows Makerspace improvements nearing completion.

5.4 Facilities & Operations Report

Fall programming is underway across the system. Courtneypark improvements are complete, Erin Meadows reopened in September, and work on its Makerspace and recording studio is being finalized. Other branch upgrades included carpeting and minor facility improvements.

Construction at South Common is progressing toward substantial completion in early 2027, followed by a period for move-in and operational readiness. Public opening remains anticipated around the end of the second quarter of 2027. Anniversary celebrations are being planned for Erin Meadows and Sheridan libraries.

5.5 Operations Planning & Analysis Report

For the current reporting period, operating expenses were 0.8 percent over budget. Staff continued to work with Finance on the labour and benefits forecast and the gapping target. A year-end overage remains possible.

Overall utilization trends were considered reasonable given the summer closures at Erin Meadows and Courtneypark, two high-use locations. Foot traffic and physical circulation declines remained modest. Staff are developing baseline thresholds and response strategies to support data-driven decisions when collection or utilization measures change materially. The Board noted that trends must also be interpreted in the context of temporary closures, sector-wide changes, digital growth and technical issues.

44:26 Resolved that items 5.1 to 5.5 on the consent agenda be received

Moved by P. Lee
Seconded by B. Bass
Carried

6.0 New Business

6.1 2027 Library Budget Update

F. Raja presented the proposed 2027 operating and capital budget submission. The proposal remains subject to change as City priorities and direction continue to evolve following the municipal election.

The largest operating pressure relates to labour and benefits, including collective-agreement obligations. Other pressures include technology licensing and maintenance. The proposed collection adjustment would shift $230,000 from physical to digital materials in response to customer-use trends. Staff identified approximately 0.6 percent in operating efficiencies after reviewing discretionary expenditures and noted that further reductions would likely affect service.

The proposed capital plan includes final funding associated with South Common, replacement and renewal of technology and software, development of the next Future Directions Library Plan, and continued design work for the Mississauga Valley and Cooksville community centre and library projects. Preliminary estimates will be refined as design and costing progress.

45:26 Resolved that the Mississauga Library 2027 Budget be endorsed by the Board

Moved by S. Kathuria
Seconded by B. Bass
Carried

7.0 Adjournment

46:26 Resolved that the meeting adjourn at 7:43 pm.

Moved by M. Lu
Seconded by R. Jones
Carried

Next Meeting

The next Library Board meeting will be on November 18,2026 at Hazel McCallion Central Library.

Secretary/Treasurer

Chair