



Toronto Public Library Board – Draft Meeting Minutes

Meeting Details

Meeting Number: 04

Date: Monday, 29 April, 2024

Time: 6:00 p.m. to 7:34 p.m.

Location: Toronto Reference Library, Boardroom, 789 Yonge Street and
via WebEx

Members Present (in person)

Alim Remtulla (Chair)

Jonathan Hoss (Vice Chair)

Members Present (via WebEx)

Sakariya Ahmed

Councillor Paul Ainslie

Justice Faith Betty

Serda Evren

Amina Mohamed

Deputy Mayor Amber Morley

Soo Wong

Regrets

Tamara Balan

24-076 Call to Order

Alim Remtulla, Chair, called the meeting to order at 6:06 p.m. and welcomed all to the meeting.

Alim then introduced Moe Hosseini-Ara, Director, Branch Operations and Customer Experience.

Moe recognized that it is important to acknowledge that the land on which Toronto Public Library is located is Indigenous. He indicated this is the traditional territory of the Haudenosaunee Confederacy, the Wendat, and the Mississaugas of the Credit First Nation. Toronto Public Library gratefully acknowledges these Indigenous nations for their guardianship of this land.

Moe introduced the participants in the meeting.

24-077 Declarations of Conflicts of Interest

Jonathan Hoss advised of a conflict of interest concerning Agenda Item No. 12 – BOOKEnds North Used Bookstore – Lease Renewal because he is a former officer of the landlord and has a financial interest in the company.

24-078 Approval of Agenda

Moved by Councillor Paul Ainslie, **seconded by** Deputy Mayor Amber Morley:

That the Toronto Public Library Board:

1. approves the agenda.

Carried

24-079 Confirmation of March 25, 2024 Toronto Public Library Board Meeting Minutes

Moved by Deputy Mayor Amber Morley, **seconded by** Jonathan Hoss:

That the Toronto Public Library Board:

1. confirms the minutes of the March 25, 2024 Toronto Public Library Board meeting.

Carried

24-080 Confirmation of April 15, 2024 Strategic Planning Steering Committee Meeting Minutes

Moved by Jonathan Hoss, **seconded by** Justice Faith Betty:

That the Toronto Public Library Board:

1. confirms the minutes of the April 15, 2024 Strategic Planning Steering Committee meeting.

Carried

24-081 Approval of Consent Agenda Items

Moved by Jonathan Hoss, **seconded by** Deputy Mayor Amber Morley:

That the Toronto Public Library Board:

1. approves the consent agenda.

Carried

24-082 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the April 29, 2024 meeting.

24-083 City Librarian's Report (*Received by Consent*)

That the Toronto Public Library Board:

1. receives the City Librarian's Report for information.

Carried

24-084 Communications

Lisa Radha Vohra, Director, Collections and Membership Services, reviewed the report for the Board.

Moved by Jonathan Hoss, **seconded by** Councillor Paul Ainslie:

That the Toronto Public Library Board:

1. receives the Communications report for information.

Carried

Soo Wong joined the meeting at 6:15 p.m. Serda Evren joined the meeting at 6:20 p.m.

24-085 Presentations

Moe Hosseini-Ara, Director, Branch Operations and Customer Experience, introduced Frank Velikonja, President, and Rosemary Fontaine, Vice President, Friends of Toronto Public Library.

Frank and Rosemary updated the Board on the efforts of the North and South chapters of the Friends of Toronto Public Library over the past year. This included a significant review of new regulations for the Friends and an overhaul of their bylaws.

In the North Chapter, the BOOKEnds store operates out of a store front at the North York Centre adjacent to the North York Central Library. The funds they raised over the past year was donated to the ILibrary to support TPL's Leading to Reading program. Over the past year, they have grown their social media presence, which helps to support their fundraising efforts.

In the South Chapter, the BOOKEnds store operates out of a store front in the Toronto Reference Library. They hosted five special book sales in 2023 among other fundraising efforts which supported the development of the Young Voices magazine and outreach to children and youth.

The Friends reported that volunteer numbers and service hours are increasing as they recover from the impact of COVID-19.

Alim Remtulla and the Board thanked the Friends of TPL for their continued hard work on behalf of the Toronto Public Library.

Moved by Amina Mohamed, seconded by Serda Evren:

That the Toronto Public Library Board:

- 1. receives the presentation from Frank Velikonja, President, and Rosemary Fontaine, Vice President, Friends of Toronto Public Library, regarding the Friends of Toronto Public Library – Annual Update, for information.*

Carried

24-086 TPL Board Education – Branch Experience

Alim introduced Heather Mathis, Manager, Divisional Support and Resource Planning, and Claire Argyropoulos, Library Service Manager. Heather and Claire delivered an overview of the Branch Experience project, including the project's goals, the focus of the training (technology, information services, scheduling and branch specific needs), evaluation of the project, and what's next. Branch Experience training is currently in 51 branches, with plans to expand to the remaining branches over the coming months.

Moved by Justice Faith Betty, **seconded by** Jonathan Hoss:

That the Toronto Public Library Board:

1. receives the Branch Experience presentation for information.

Carried

Items for Action

24-087 BOOKEnds North Used Bookstore – Lease Renewal

Howard Balter, Director, Finance and Treasurer, provided an overview of the report for the Board.

Moved by Soo Wong, **seconded by** Deputy Mayor Amber Morley:

That the Toronto Public Library Board:

1. endorses a lease renewal agreement with The Canada Life Assurance Company for 1,584 square feet of space at 5150 Yonge Street, Unit C13, for a five-year term commencing May 1, 2024 and terminating April 30th 2029, substantially on terms and conditions set out in Attachment 1; and
2. authorizes the City Librarian to act on its behalf to seek City approval and execute the lease and related documentation.

Carried

24-088 Centennial Branch - Award of Construction Tender

Alyssa van Graft, Director, Enterprise Projects and Facilities Management, delivered a presentation that reviewed highlights of the report for the Board.

On behalf of the Library Board, Alim Remtulla directed staff to thank the landlord who had donated a temporary branch space while Centennial Branch was being renovated.

Moved by Amina Mohamed, seconded by Jonathan Hoss:

That the Toronto Public Library Board:

1. approves a commitment with Chandos Construction LP, for the demolition and construction of the Centennial Branch with a total value of \$19,182,900 [excluding Harmonized Sales Tax (HST)], comprised of:
 - a. an award of construction tender, being the lowest bid, at a cost of \$17,439,000; and
 - b. a contingency of \$1,743,900.

Carried

24-089 2023 Capital Budget Adjustment

Howard Balter provided an overview of the report for the Board.

Moved by Amina Mohamed, seconded by Soo Wong:

That the Toronto Public Library Board:

1. approves the following year-end cash flow acceleration of projects:
 - a. accelerate a total of \$1.551 million gross and debt cash flow from 2024 to 2023 for Bridlewood Relocation;
 - b. accelerate a total of \$0.600 million gross and development charges cash flow from 2024 to 2023 for Etobicoke Civic Centre New Construction - Design; and
 - c. accelerate a total of \$2.536 million gross and debt cash flow from 2024 to 2023 for Multi-Branch Minor Renovation Program;
2. approves a budget transfer of \$0.485 million gross and debt from the Technology Asset Management Program to three

- projects with overspent budgets (Maryvale Relocation, North York Central Library Phase 2 and Etobicoke Civic Centre New Construction - Design); and
3. authorizes staff to forward these capital budget adjustments to the City for approval.

Carried

Items for Information

24-090 Overdue Fines Elimination - Update

Lisa Radha Vohra delivered a presentation that reviewed highlights of the report for the Board.

Moved by Soo Wong, ***seconded by*** Amina Mohamed:

That the Toronto Public Library Board:

1. receives the Operating Budget Monitoring Report – December 31, 2023 report for information.

Carried

24-091 Operating Budget Monitoring Report – December 31, 2023

Howard Balter provided an overview of the report for the Board.

Moved by Amina Mohamed, ***seconded by*** Soo Wong:

That the Toronto Public Library Board:

1. receives the Operating Budget Monitoring Report – December 31, 2023 report for information.

Carried

24-092 Capital Budget Monitoring Report – December 31, 2023

Howard Balter provided an overview of the report for the Board.

Moved by Serda Evren, ***seconded by*** Deputy Mayor Amber Morley:

That the Toronto Public Library Board:

1. receives the Capital Budget Monitoring Report – December 31, 2023 report for information.

Carried

24-093 Board Resolutions – Status Report *(Received by Consent)*

That the Toronto Public Library Board:

1. receives the Board Resolutions – Status Report for information.

Carried

24-094 Adjournment

Moved by Councillor Ainslie, **seconded by** Justice Faith Betty:

That the Toronto Public Library Board:

1. adjourns the April 29, 2024 Toronto Public Library Board meeting.

Carried

The meeting ended at 7:34 p.m.

Signed:_____