

4.



Toronto Public Library Board – Draft Meeting Minutes

Meeting Details

Meeting Number: 04

Date: Monday, March 27, 2023

Time: 6:00 p.m. to 7:52 p.m.

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

Members Present

Alim Remtulla (Chair)

Jonathan Hoss (Vice Chair)

Councillor Paul Ainslie

Tamara Balan

Justice Faith Betty

Serda Evren

Dhruv Jain

Amina Mohamed

Councillor Amber Morley

Soo Wong

Regrets

None

23-049 Call to Order

Alim Remtulla, Chair called the meeting to order at 6:03 p.m. and welcomed participants, both in-person and virtual attendees.

The Chair then introduced Vickery Bowles, City Librarian.

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

Vickery then introduced the participants in the meeting.

23-050 Declarations of Conflicts of Interest

There were no *Declarations of Conflicts of Interest* by members of the Library Board at the March 27, 2023 meeting.

23-051 Approval of Agenda

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

That the Toronto Public Library Board:

1. approves the agenda for the March 27, 2023 meeting.

Carried

23-052 Confirmation of February 27, 2023 Toronto Public Library Board

Meeting Minutes

Moved by Councillor Paul Ainslie, **seconded by** Tamara Balan:

That the Toronto Public Library Board:

1. confirms the minutes of the February 27, 2023 Toronto Public Library Board meeting.

Carried

23-053 Approval of Consent Agenda Items

Moved by Dhruv Jain, **seconded by** Serda Evren:

That the Toronto Public Library Board:

1. approves the consent agenda.

Carried

23-054 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the March 27, 2023 meeting.

23-055 City Librarian's Report (*Received by Consent*)

That the Toronto Public Library Board:

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

Carried

23-056 Communications (*Received by Consent*)

That the Toronto Public Library Board:

1. receives the Communications report for information.

Carried

23-057 Presentations

There were no *Presentations* items at the March 27, 2023 meeting.

23-058 Toronto Public Library Board Education – Collection Development at TPL

Alim Remtulla introduced Lisa Radha Vohra, Director of Collections & Membership Services

Lisa Radha provided an overview of how TPL's collection is managed to support TPL's mission and values. The presentation included a summary of the Board policies that shape the work of the division; an introduction to the teams involved throughout the process; a review of some of the challenges facing collection development across the library sector; and an explanation of ongoing innovation and evolution within the collection to meet the needs of customers.

Toronto Public Library Board Education – Collection Development at TPL (cont.)

Moved by Tamara Balan, ***seconded by*** Jonathan Hoss:

That the Toronto Public Library Board:

1. receives the Toronto Public Library Board Education – Collection Development at TPL presentation for information.

Carried

Items for Action

23-059 Membership, Circulation and Collection Use Policy - Update

Lisa Radha Vohra reviewed highlights of the report.

Moved by Jonathan Hoss, ***seconded by*** Amina Mohamed:

That the Toronto Public Library Board:

1. approves the revised Membership, Circulation and Collection Use Policy, appended as Attachment 1.

Carried

23-060 Toronto Reference Library Re-Imagine Capital Program - Architect – Award of Contract

Alyssa van Graft, Director, Transformational Projects, and Moe Hosseini-Ara, Director, Branch Operations and Customer Experience, reviewed highlights of the report.

Toronto Reference Library Re-Imagine Capital Program - Architect – Award of Contract (cont.)

Moved by Tamara Balan, seconded by Dhruv Jain:

That the Toronto Public Library Board:

1. *an award of contract to IBI Group, being the highest scoring proponent, for architectural services for the Toronto Reference Library Re-Imagine capital program with a total commitment value of approximately \$1,376,405, excluding Harmonized Sales Tax, comprised as follows:*
 - a) *a one-year commitment with a value of approximately \$275,281 for the period commencing about April 1, 2023, comprised of:*
 - i) *a one-year award to IBI Group with fees of \$239,375 on a construction budget of \$2,500,000;*
 - ii) *a contingency of \$35,906; and*
 - b) *four additional one-year renewals with the same \$275,281 annual commitment value as the first year, totalling \$1,101,124 over four years on a \$10,000,000 construction budget, subject to satisfactory performance and at the sole discretion of the City Librarian.*

Carried

Items for Information

23-061 Intellectual Freedom Challenges – 2022 Annual Report

Lisa Radha Vohra reviewed highlights of the report.

Moved by Dhruv Jain, seconded by Councillor Amber Morley:

That the Toronto Public Library Board:

1. *receives the Intellectual Freedom Challenges – 2022 Annual Report report for information.*

Carried

23-062 Accessibility Program – 2022 Update

Darren Cooper, Manager, Accessibility, reviewed highlights of the report.

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

That the Toronto Public Library Board:

1. receives the Accessibility Program – 2022 Update report for information.

Carried

23-063 Motion to Extend the Meeting

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

That the Toronto Public Library Board:

1. extends the meeting until the completion of the agenda.

Carried

23-064 IT Security – Annual Report

Steve Till-Rogers, Director, Digital Strategy and CIO, and Frank Kim, Manager, IT Security & Enterprise Architecture, reviewed the highlights of the report.

Moved by Serda Evren, **seconded by** Soo Wong:

That the Toronto Public Library Board:

1. receives the IT Security – Annual Report report for information.

Carried

23-065 Annual Statistical Report to the Office of the Information and Privacy Commissioner of Ontario

Shawn Mitchell, Director, Policy, Planning & Performance Management and Natalie Comeau, Manager, Privacy, Risk and Governance, reviewed highlights of the report.

Annual Statistical Report to the Office of the Information and Privacy Commissioner of Ontario (cont.)

Moved by Tamara Balan, seconded by Jonathan Hoss:

That the Toronto Public Library Board:

1. *receives the Annual Statistical Report to the Office of the Information and Privacy Commissioner of Ontario report for information.*

Carried

23-066 Board Resolutions – Status Report (*Received by Consent*)

That the Toronto Public Library Board:

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

Carried

23-067 Adjournment

Moved by Soo Wong, seconded by Amina Mohamed:

That the Toronto Public Library Board:

1. *adjourns the March 27, 2023 Toronto Public Library Board meeting.*

Carried

The meeting ended at 7:52 p.m.

Signed:_____