



Toronto Public Library Board – Draft Meeting Minutes

Meeting Details

Meeting Number: 06

Date: Monday, June 20, 2022

Time: 6:00 p.m. to 8:26 p.m.

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

Members Present

Sue Graham-Nutter (Chair)

Alim Remtulla (Vice Chair)

Tamara Balan

Andrea Geddes Poole

Jonathan Hoss

Jennifer Liu

Alison Menary

Regrets

Councillor Paul Ainslie

Sarwar Choudhury

Councillor Gord Perks

22-128 Call to Order

Sue Graham-Nutter, Chair, called the meeting to order at 6:02 p.m. and participants who had the ability to choose to participate in person or virtually. She then introduced Vickery Bowles, City Librarian.

Vickery Bowles 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.

22-129 Declarations of Conflicts of Interest

There were no *Declarations of Conflicts of Interest* by members of the Library Board at the June 20, 2022 meeting.

22-130 Approval of Agenda

Moved by Alison Menary, **seconded by** Alim Remtulla:

That the Toronto Public Library Board

1. approves the agenda.

Carried

22-131 Confirmation of the May 24, 2022 Toronto Public Library Board Meeting Minutes

Moved by Jennifer Liu, **seconded by** Jonathon Hoss:

That the Toronto Public Library Board:

1. confirms the minutes of the May 24, 2022 Toronto Public Library Board meeting.

Carried

22-132 Approval of Consent Agenda Items

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

That the Toronto Public Library Board:

1. approves the consent agenda.

Carried

22-133 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the June 20, 2022 meeting.

22-134 City Librarian's Report (*Received by Consent*)

That the Toronto Public Library Board:

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

Carried

22-135 Communications

There were no *Communications* items at the June 20, 2022 meeting.

22-136 Presentations

There were no *Presentations* at the June 20, 2022 meeting.

22-137 Toronto Public Library Board Education – Partnership Spotlight: North York Harvest

Sue Graham-Nutter introduced Pam Ryan, Director, Service Development and Innovation, Ryan Noble, Executive Director, North York Harvest Food Bank and Tony Di Sciscio, Manager, Procurement and Contracts, to speak about the Toronto Public Library (TPL) partnership with the North York Harvest.

Ryan Noble described how in March of 2022 North York Harvest Food Bank (NYH) was facing two crisis: closure of the foodbanks and increased demand for food. In partnership TPL offered food bank service from library branches while they were closed in 2020 and since then, two donated shipping containers were installed on the sites of the Jane/Sheppard and Albion library branches to offer weekly food bank service. Along with emergency food, other social services are available. Fresh produce markets have since been established to supplement emergency food access at these locations.

Pam Ryan noted that the Toronto Public Library Foundation is now in discussion with donors to establish a community garden and endow food security programming at the Albion Library.

22-137 Toronto Public Library Board Education – Partnership Spotlight: North York Harvest (continued)

Tony Di Sciscio spoke about a social procurement partnership with NYH's Food Reach that delivers quality snacks for teens after school at TPL's Youth Hubs. The program is intended to help make these healthy snacks available while supporting social causes.

Mr. Noble noted that these programs are scalable and serve as a prototype for communities across Canada.

Moved by Alim Remtulla, seconded by Alison Menary:

That the Toronto Public Library Board:

1. *receives the Toronto Public Library Board Education –Partnership Spotlight: North York Harvest presentation for information.*

Carried

Items for Action

22-138 Security Guard Services – Extension of Contract

Alyssa Van Graft, Director, Transformational Projects and Facilities Management, reviewed highlights of the report for the Board.

Moved by Jennifer Liu, seconded by Alim Remtulla:

That the Toronto Public Library Board

1. *extends the contract for security guard services with Garda World for the second of two optional years, September 1, 2022 to August 31, 2022, with an increase of \$2.000 million for a revised cost of \$4.866 million, excluding Harmonized Sales Tax (HST).*

Carried

22-139 Cliffcrest Branch – Lease Renewal (*Approved by Consent*)

That the Toronto Public Library Board:

1. *endorses a lease renewal agreement with First Capital Holdings (Ontario) Corporation for the premises occupied by the Cliffcrest branch at 3017 Kingston Road for a five-year term to commence on January 1, 2023 and terminating on December 31, 2027, 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

22-140 2022 Capital Budget Adjustment (*Approved by Consent*)

That the Toronto Public Library Board:

1. *endorses the following cash flow acceleration and deferral of projects:*
 - 1.1. *accelerate a total of \$1.124 million gross and debt cash flow from 2023 to 2022 for the Albert Campbell Library project; and*
 - 1.2. *defer a total of \$1.124 million gross and development charges cash flow from 2022 to 2023 for the Centennial Library project;*
2. *endorses a 2022 cash flow reallocation of \$0.744 million gross and debt from the Answerline and Community Space Rental Modernization project to the North York Central Library Phase 2 project; and*
3. *authorizes staff to forward these capital budget adjustments to the City for approval.*

Carried

22-141 Accessibility Program

Brian Daly, Director, Human Resources and Darren Cooper, Manager, Accessibility, reviewed the highlights of the report and presentation for the Board.

22-141 Accessibility Program (continued)

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

That the Toronto Public Library Board:

1. endorse the 2021-2024 Multi-Year Accessibility Plan (MYAP), as outlined in Attachment 1.

Carried

Items for Information

22-142 Branch Experience Update

Moe Hosseini-Ara, Director, Branch Operations and Customer Experience, introduced Heather Mathis, Manager, Divisional Support and Resource Planning, and Claire Argyropoulos, Library Service Manager. Ms. Mathis and Ms. Argyropoulos, reviewed the highlights of the report and a presentation with the Board.

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

That the Toronto Public Library Board:

1. receives the Branch Experience Update report for information.

Carried

22-143 2023 Budget Process Update - Verbal

Howard Balter, Manager, Budget and Financial Reporting provided an update on the budget and budget process.

Mr. Balter flagged that high inflation, the cost of construction, and supply chain issues may result in financial pressures that were not included in last year's budget submission. There may be some delays to capital projects if the City reduces its debt load as the cost of servicing debts increases. There is also uncertainty pertaining to COVID-19 cost pressures moving into 2023.

Mr. Balter advised that because of the municipal election, the political review of the budget will likely be delayed with Council approval expected in mid to late March.

22-143 2023 Budget Process Update – Verbal (continued)

Moved by Alim Remtulla, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. receives the 2023 Budget Process Update – Verbal report for information.

Carried

22-144 Operating Budget Monitoring Report – April 30, 2022

Howard Balter reviewed the highlights of the report for the Board.

Moved by Tamara Balan, **seconded by** Alim Remtulla:

That the Toronto Public Library Board:

1. receives the Operating Budget Monitoring Report-April 30, 2022 report for information.

Carried

22-145 Capital Budget Monitoring Report – April 30, 2022

Howard Balter reviewed the highlights of the report for the Board.

Moved by Jonathon Hoss, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. receives the Capital Budget Monitoring Report-April 30, 2022 report for information.

Carried

22-146 Board Resolutions – Status Report (Received on Consent)

That the Toronto Public Library Board:

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

Carried

Closed Meeting

22-147 Closed Meeting

At 7:16 p.m., it was:

Moved by Jennifer Liu, **seconded by** Alim Remtulla:

That the Toronto Public Library Board:

1. conducts a Closed meeting as the subject matter being considered (Appeal of Exclusion by a Customer) involves personal matters concerning an identifiable individual - Public Libraries Act, R.S.O. 1990, Chapter P. 44, s. 16.1(4).

At 8:20 p.m., the Board resumed its meeting in public.

22-148 Adoption of Closed Meeting Actions:

Appeal of Exclusion by a Customer

Moved by Alim Remtulla, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. receives the Appeal of Exclusion by a Customer for consideration;
2. informs the individual, in writing, of the Board's decision; and
3. requests that the confidential information not be made public as it relates to personal information about an identifiable individual.

Adjournment

22-149 Adjournment

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

That the Toronto Public Library Board:

1. adjourns the June 20, 2022 Toronto Public Library Board meeting.

Carried

The meeting ended at 8:26 p.m.

Signed: _____