

**Toronto Public Library Board**

**Meeting No. 2: Monday, February 26, 2018, from 6:00 p.m. to 7:30 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Members Present:

Ms. Sue Graham-Nutter (Chair)
Mr. Strahan McCarten (Vice Chair)
Councillor Sarah Doucette
Councillor Mary Fragedakis
Councillor Jim Hart
Ms. Dianne LeBreton
Ms. Eva Svec

Regrets:

Councillor Paul Ainslie
Mr. Ross Parry
Ms. Archana Shah

18-027 Call to Order

Sue Graham-Nutter called the meeting to order at 6:00 p.m.

Ms. Graham-Nutter gratefully acknowledged that the Toronto Public Library Board was meeting on the traditional territory of the Huron-Wendat, the Haudenosaunee and Mississaugas of New Credit First Nation, and home to many diverse Indigenous peoples.

18-028 Declarations of Conflicts of Interest

There were no Declarations of Conflicts of Interest by members of the Library Board.

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1. *approves the agenda.*

*Carried***18-030 Confirmation of January 29, 2018 Toronto Public Library Board Meeting Minutes***Moved by Councillor Fragedakis, seconded by E. Svec:**That the Toronto Public Library Board:*

1. *confirms the Minutes of the January 29, 2018 Toronto Public Library Board meeting.*

*Carried***Business Arising from the Minutes****18-031 City Librarian's Report – January 29, 2018** (Resolution No. 18-012 from the January 29, 2018 Toronto Public Library Board meeting minutes)*Moved by Councillor Hart, seconded by E. Svec:**That the Toronto Public Library Board:*

1. *receives the Business Arising from the Minutes – City Librarian's Report – January 29, 2018 Toronto Public Library Board Meeting Minutes – Resolution No. 18-012 for information.*

*Carried***18-032 Approval of Consent Agenda Items***Moved by Councillor Doucette, seconded by S. McCarten:**That the Toronto Public Library Board:*

1. *approves the consent agenda and all other items not held on consent.*

*Carried***18-033 City Librarian's Report (*Received for Information by Consent*)***That the Toronto Public Library Board:*

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

Carried

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1. receives Communication (a) from Maureen O'Reilly, President, Toronto Public Workers Union, Local 4948, to Sue Graham-Nutter, Chair, Toronto Public Library Board, dated February 5, 2018, offering congratulations on her election to Chair of the Toronto Public Library Board.
2. receives Communication (b) from Maureen O'Reilly, President, Toronto Public Workers Union, Local 4948, to Strahan McCarten, Vice Chair, Toronto Public Library Board, dated February 5, 2018, offering congratulations on his election to Vice Chair of the Toronto Public Library Board.
3. receives Communication (c) from Sue Graham-Nutter, Chair, Toronto Public Library Board to The Honourable Daiene Vernile dated February 12, 2018 welcoming her to the position of Minister of Tourism, Culture and Sport, for information;

Carried**Presentations**

18-035 Toronto Public Library Foundation regarding Biblio Bash 2018 Update
Julie Flynn Still, Senior Director, Major Gifts, Toronto Public Library Foundation, outlined details of the upcoming April 26, 2018 Biblio Bash at the Toronto Reference Library. The event, which is sold out, will be hosted by David Chilton. The proceeds from Biblio Bash are used to enhance and expand services at Toronto Public Library.

Ms. Flynn Still advised the Board that Sarah Fulford was recently elected Chair of the Toronto Public Library Foundation.

Moved by Councillor Fragedakis, seconded by E. Svec:***That the Toronto Public Library Board:***

1. receives the presentation regarding Biblio Bash 2018 Update from Julie Flynn Still, Senior Director, Major Gifts, Toronto Public Library Foundation, for information.

Carried

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Linda Hazzan, Director, Communications, Programming & Customer Engagement provided information about Toronto's Smart Cities Strategy and the federal government's Smart Cities Challenge. The ways in which the Library is providing support include participating in the Smart Cities Working Group, helping the City raise awareness and engage Torontonians in the Challenge, and ensuring Toronto Public Library is included in the Smart Cities Challenge submission.

Moved by S. McCarten, seconded by D. LeBreton:

That the Toronto Public Library Board:

1. receives the Toronto Public Library Board Education – Smart Cities Update verbal report for information.

Carried

Items for Action:

18-037 2018 Operating Budget Adoption

Howard Balter, Manager, Budget and Financial Reporting, reviewed highlights from the report for the Board.

Moved by Councillor Fragedakis, seconded by Councillor Doucette:

That the Toronto Public Library Board:

1. adopts the 2018 operating budget of \$182.283 million net (\$201.607 million gross), which represents a \$3.176 million net (\$2.504 million gross), or 1.8%, increase over 2017, comprised of the following services:

<u>Service</u>	<u>Gross</u> <u>(\$ millions)</u>	<u>Net</u> <u>(\$ millions)</u>
Library Collections & Borrowing	75.756	69.1731
Branch and E-Services	118.536	106.0915
Partnerships, Outreach & Customer Engagement	7.315	7.0185
	<u>201.607</u>	<u>182.283</u>

Carried

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Larry Hughsam, Director, Finance & Treasurer, reviewed highlights from the report for the Board.

Moved by Councillor Fragedakis, seconded by S. McCarten:

That the Toronto Public Library Board:

1. *adopts the 2018-2027 capital budget and plan of \$181.469 million debt (\$271.820 million gross) for projects listed in Attachment 1, with funding comprised of:*
 - a. *2018 cash flow of \$22.777 million debt (\$28.838 million gross) with future year commitments of \$21.610 million debt (\$35.967 million gross) for 2019; \$17.634 million debt (\$21.164 million gross) for 2020, \$6.948 million debt (\$10.769 million gross) for 2021 and \$2.520 million debt (\$4.347 million gross) for 2022;*
 - b. *2019-2027 uncommitted capital plan totalling \$108.766 million debt (\$165.245 million gross); and*
 - c. *preliminary carry-forward funding from 2017 into 2018 of \$1.214 million debt (\$5.490 million gross).*

Carried

Notice of Motion**18-039 City Librarian's Report of January 29, 2018**

After discussion of the role of the Board in relation to administrative issues, Councillor Doucette withdrew her motion.

Moved by Councillor Doucette, seconded by E. Svec:

That the Toronto Public Library Board:

1. *works with Library branch staff or students or members of the community to water any tree on their property or on nearby boulevards during the summer months; and*
2. *requests staff report back when they present on "Greening our Branches" as an educational item on a future TPL board agenda.*

Withdrawn

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1. *approves the revised Programming Policy (Attachment 1).*

Carried**18-041 Wi-Fi Hotspot Lending – Approval of Contract for Data Communications*****(Approved by Consent)******That the Toronto Public Library Board:***

1. *approves the service contract for data communications to Rogers to support Phase 4 implementation of the Wi-Fi Hotspot Lending Project, which is comprised of:*
 - a. *approximately 550 Wi-Fi Hotspot devices at no cost to the Library; and*
 - b. *a two-year unlimited data plan for the devices at a cost of approximately \$660,000, excluding HST.*

Carried**Items for Information:****2016-2019 Strategic Plan Update****18-042 a. Digital Strategy**

Alex Hocevar, Director, Digital Services & Emerging Technologies updated the Board on the Library's Digital Strategy. Significant outputs have been completed in the four focus areas, including piloting a new and enhanced printing solution in the branches, creating a TPL Data Hub integrating eight disparate databases, and introducing a new video and web conferencing solution for all branches and staff. Next steps include the execution and detailed planning for key programs and projects, work with various stakeholders and partners to delivery projects, and the identification of the budget and resources required to delivery on any gaps.

18-043 b. Digital Literacy Vision

Heather Mathis, Manager, Learning, Innovation and Resource Planning, provided background information regarding the Library's Digital Literacy Vision. The vision aims to empower Torontonians of all ages and abilities to discover what the Library has to offer, learn the skills to drive their interests and passions, create digital and physical projects, and share those creations with the broader community.

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2016-2019 Strategic Plan Update – continued**18-044 c. Bridge: Technology Assessment Toolkit**

Elizabeth Glass, Director, and Carmen Ho, Planning Specialist, Policy, Planning & Performance Management addressed the Board concerning a study the Library and partner Ontario public libraries conducted over the past two years funded by the Ontario government. The purpose of the study was to enable the assessment of technology services at public libraries, including the development of a “Toolkit” that informs the decision-making on the use and outcomes of technology services offered by public library systems in Ontario

Moved by S. McCarten, seconded by E. Svec:

That the Toronto Public Library Board:

1. *receives the 2016-2019 Strategic Plan – Update report and presentations for information.*

Carried

18-045 Toronto Public Library Board Members – Expenses Paid for 2017 (*Received for Information by Consent*)

That the Toronto Public Library Board:

1. *receives the Toronto Public Library Board Members – Expenses Paid for 2017 for information.*

Carried

18-046 Board Resolutions – Status Report (*Received for Information by Consent*)

That the Toronto Public Library Board:

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

Carried

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18-047 Adjournment

Moved by Councillor Fragedakis, seconded by S. McCarten:

That the Toronto Public Library Board:

1. adjourns the February 26, 2018 Toronto Public Library Board meeting.

Carried

The meeting ended at 7:30 p.m.

Signed: _____