



MINUTES

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Toronto Public Library Board

Meeting No. 1: Monday, January 29, 2018, from 6:00 p.m. to 7:45 p.m.

Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Members Present:

Councillor Paul Ainslie
Councillor Sarah Doucette
Councillor Mary Fragedakis
Ms. Sue Graham-Nutter
Councillor Jim Hart
Ms. Dianne LeBreton
Mr. Strahan McCarten
Mr. Ross Parry
Ms. Eva Svec

Regrets:

Ms. Archana Shah

18-001 Call to Order

Vickery Bowles called the meeting to order at 6:00 p.m.

Ms. Bowles 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.

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18-002 Election of Chair of the Board

Vickery Bowles called for nominations for the Chair of the Toronto Public Library Board.

Moved by R. Parry, seconded by D. LeBreton:

That:

1. *Sue Graham-Nutter be nominated for Chair.*

Carried

Ms. Graham-Nutter agreed to stand for election.

There being no further nominations, it was:

Moved by Councillor Doucette, seconded by E. Svec:

That:

1. *nominations be closed.*

Carried

Vickery Bowles declared Sue Graham-Nutter duly elected Chair of the Toronto Public Library Board by acclamation.

Ms. Graham-Nutter assumed the Chair.

18-003 Election of Vice Chair of the Board

Sue Graham-Nutter called for nominations for the Vice Chair of the Toronto Public Library Board.

Moved by E. Svec, seconded by R. Parry:

That:

1. *Strahan McCarten be nominated for Vice Chair.*

Carried

Mr. McCarten agreed to stand for election.

There being no further nominations, it was:

Moved by D. LeBreton, seconded by Councillor Ainslie:

That:

1. *nominations be closed.*

Carried

Sue Graham-Nutter declared Strahan McCarten duly elected Vice Chair of the Toronto Public Library Board by acclamation.

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18-004 Selection of Committee Members, Board Representatives and Association Members – 2018

Archana Shah was unable to attend the January 29, 2018 meeting, however, she provided in writing her consent to be appointed to the role of Board Liaison to Youth.

Moved by E. Svec, seconded by D. LeBreton:

That the Toronto Public Library Board:

1. *appoints Eva Svec to the City Librarian's Performance Review Committee;*
2. *appoints Archana Shah to the role of Board Liaison to Youth;*
3. *appoints Councillor Paul Ainslie and Ross Parry to the Board of the Federation of Ontario Public Libraries and*
4. *appoints Councillor Mary Fragedakis to the Toronto Public Library Foundation Board.*

Carried

18-005 Declarations of Conflicts of Interest

Ross Parry advised of a conflict of interest concerning Agenda Item No. 12 – *Communications (b)* from Robin Pilkey, Chair, Toronto District School Board regarding the Toronto District School Board's Expanding Equity Task Force Report and Recommendations, relating to his position as Executive Officer of the Toronto District School Board.

18-006 Approval of Agenda

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

That the Toronto Public Library Board:

1. *approves the agenda as revised to add a presentation from Kevin Putnam, Junction Triangle Library Expansion Committee, regarding the Perth/Dupont library expansion (Agenda Item No. 19 – 2018 Operating and Capital Budgets – Update).*

Carried

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18-007 Confirmation of December 11, 2017 Toronto Public Library Board Meeting Minutes

Moved by Councillor Ainslie, seconded by Councillor Hart:

That the Toronto Public Library Board:

1. *confirms the Minutes of the December 11, 2017 Toronto Public Library Board meeting.*

Carried

18-008 Confirmation of December 11, 2017 Toronto Public Library Board Closed Meeting Minutes

Moved by D. LeBreton, seconded by Councillor Hart:

That the Toronto Public Library Board:

1. *confirms the Minutes of the December 11, 2017 Toronto Public Library Board Closed meeting.*

Carried

18-009 Approval of Consent Agenda Items

Moved by Councillor Fragedakis, seconded by S. McCarten:

That the Toronto Public Library Board:

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

Carried

The following items were held for further consideration:

- *City Librarian's Report;*
- *Point of Sale System – Award of Contract;*
- *Wi-Fi Hotspot Lending Project Phase 2 – Findings and Future Directions.*

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18-010 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the January 29, 2018 meeting.

18-011 City Librarian's Report

Moved by R. Parry, seconded by E. Svec:

That the Toronto Public Library Board:

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

In response to questions from Councillor Doucette, staff provided the following information:

- a. in addition to assisting the City with facilitation of the Smart Cities Challenge process, brain-storming sessions are being held with library staff to solicit ideas;
- b. Our Fragile Planet programs will continue to be provided based on ongoing interest;
- c. youth financial literacy programs were promoted to 13 to 17 year olds through library youth hubs;
- d. staff will consider ways to continue the partnerships and programs established through Canada 150 programming at the Library;
- e. the popular Neighbourhood Map illustrating favourite reads by Toronto neighbourhoods will be continued in the future.

Councillor Doucette noted the success of the safe disposal of electronic waste through an inorganic market at the Annette Street Branch recently. In response to a question from Councillor Fragedakis, Vickery Bowles, City Librarian, clarified that events such as inorganic markets are co-sponsored by the Library when interest is expressed in a specific community, as was the case in Councillor Doucette's ward. These types of events often introduce library services to individuals who would not otherwise have known about them.

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Notice of Motion for the February 26, 2018 Meeting**18-012 City Librarian's Report***Moved by Councillor Doucette, seconded by Councillor Ainslie, and carried:**That the Toronto Public Library Board:*

1. *receives for information the following proposed motions for consideration at the February 26, 2018 meeting:*
 - a. *that the Toronto Public Library work 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.*
 - b. *that Toronto Public Library staff report back when they present on "Greening our Branches" as an educational item on a future TPL Board agenda.*

Carried

Dianne LeBreton requested clarification on the role of the Board in relation to library programming and other administrative issues. Sue Graham-Nutter suggested the matter be discussed at another meeting.

18-013 Communications*Moved by S. McCarten, seconded by Councillor Ainslie:**That the Toronto Public Library Board:*

1. *receives Communication (a) from John Wilson, to Toronto Public Library Board members, dated December 14, 2017, regarding the Community and Event Space Rental Policy, for information.*
2. *receives Communication (b) from Robin Pilkey, Chair, Toronto District School Board to Toronto Public Library Board members, dated December 15, 2017, regarding the TDSB's Expanding Equity Task Force Report and Recommendations, for information.*
3. *receives Communication (c) from Micheal Vonn, Policy Director, British Columbia Civil Liberties Association to the Toronto Public Library Board, dated January 5, 2018 regarding the Community and Event Space Rental Policy, and requests the City Librarian to respond, incorporating the following points:*
 - a) *TPL is committed to its mission of preserving and promoting universal access to a broad range of human knowledge, experience, information and ideas in a welcoming and supportive environment. It is committed to free expression and the principles of intellectual freedom.*

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Communications – continued

- b) *The Library is in the position of having to make decisions about the fine line between free expression and hate speech; a room booking policy framework is needed to guide decision-making. This fine line is not a rationale, or blanket, for preventing a wide range of groups from using library space. Instead, the revised policy provides a pragmatic and defensible approach for making room booking decisions based on the purpose of the booking, not the individuals or groups making the booking.*
- c) *The revised policy is the result of a rigorous and thorough policy review that has been undertaken with City of Toronto legal counsel, external legal counsel, consultation with stakeholder individuals and groups, a review of all relevant legislation and an environmental scan of other policies. As a final step, the external legal memorandum and revised policy were peer reviewed by a professor of constitutional law at Osgoode Hall.*
- d) *TPL has made it clear that the revised policy would not change the original approval for the memorial service that took place at the Richview Branch. If the process was driven by political discomfort over the controversy, the Richview Branch booking would have been cancelled at the very beginning. Instead, TPL took a stand and allowed the booking despite the political and public controversy that ensued.*
- e) *TPL has never shied away from controversial topics in its collections, programming or room booking decisions. It actively provides forums for a diversity of views to be presented. In fact, TPL is launching a 2018 Civil Society series of public programs to open up difficult conversations, exploring what comprises a civil society in today's climate and how disagreeing civilly with each other is a lesson we need to discuss.*

Carried

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Presentations**18-014 Kevin Putnam, Junction Triangle Library Expansion Committee regarding the Perth/Dupont Library Expansion Process (Agenda Item No. 19 – 2018 Operating and Capital Budgets – Update)**

Kevin Putnam addressed the Board regarding the Perth/Dupont Branch capital project. Mr. Putnam outlined the community-led process that began in 2010 with a group of local residents who advocated for a new library that ultimately led to the approval of a new and relocated branch to be built at 299 Campbell Avenue. He emphasized the importance of the community and its residents in assisting the Library and the City in developing initiatives and capital projects and requested that they continue to be consulted as the project proceeds.

Moe Hosseini-Ara, Director, Branch Operations & Customer Experience advised that the consultation process has recently begun and library staff will continue to engage and work with residents and the community.

Appreciation was expressed to Mr. Putnam and the Junction Triangle Library Expansion Committee for their role in the development of the Perth/Dupont Branch capital budget project.

Moved by D. LeBreton, seconded by Councillor Doucette:

That the Toronto Public Library Board:

1. *receives the presentation from Kevin Putnam regarding the Perth/Dupont library expansion process (Agenda Item No. 19 – 2018 Operating and Capital Budgets – Update) for information.*

Carried

18-015 Toronto Public Library Board Education – Toronto Public Library Services for Vulnerable Communities

Pam Ryan, Director, Service Development & Innovation introduced Cynthia Toniolo, Manager, Adult Services & Program Development and Aly Velji, Manager, Adult Literacy Services. The Board was provided with an overview of library programs and services that assist vulnerable communities, including the Overdose Action Plan and Community Librarian Pilot Project, and that focus primarily on persons who are homeless or under-housed, as well as persons with low literacy.

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Toronto Public Library Board Education – Toronto Public Library Services for Vulnerable Communities – continued

Moved by Councillor Doucette, seconded by S. McCarten:

That the Toronto Public Library Board:

1. *receives the Toronto Public Library Board Education – Toronto Public Library Services for Vulnerable Communities verbal report for information.*

Carried

Items for Action:

18-016 2017 Strategic Work Plan Status Update and 2018-2019 Strategic Work Plan

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

That the Toronto Public Library Board:

1. *approves the 2018-2019 strategic plan work plan as outlined in Attachment 1 and directs staff to implement the initiatives; and*
2. *receives the 2017 strategic plan work plan status update (the balanced scorecard and presentation dashboard for 2017 will be presented to the Board in the second quarter of 2018).*

Carried

18-017 Toronto Public Library Board Self-Evaluation: 2017 Results

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

That the Toronto Public Library Board:

1. *receives the results of the Board self-evaluation survey (Attachment 1) and directs staff to:*
 - a. *include education topics on agendas for 2018 incorporating suggestions by Board members outlined in Attachment 2 (noting additional topics may arise throughout the year);*
 - b. *adopt semi-annual reporting on performance measures and targets where data is available; and*
 - c. *consult current and future members on topics for the Board orientation sessions and conduct an evaluation.*

Carried

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18-018 Toronto Public Library Board – 2018 Meeting Dates and Locations*Moved by Councillor Hart, seconded by Councillor Ainslie:**That the Toronto Public Library Board:*

1. *approves the Toronto Public Library Board 2018 meeting dates and locations schedule, including changing the April 2018 meeting date from April 16 to April 30.*

*Carried***18-019 Point-of-Sale System – Award of Contract***Moved by Councillor Doucette, seconded by Councillor Ainslie:**That the Toronto Public Library Board:*

1. *awards a contract for a Point-of-Sale system to ITC Systems Inc. for a total value of up to \$929,180, excluding Harmonized Sales Tax (HST), comprised of:*
 - 1.1 *\$813,980 of capital costs to be funded by the approved Integrated Payment Solutions capital project in the 2017-2026 capital budget and plan; and*
 - 2.2 *\$115,200 in operating costs for 2019 to 2022.*

*Carried***Items for Information:****18-020 2018 Operating and Capital Budgets – Update**

Larry Hughsam, Director, Finance and Treasurer provided the following information to update the Board on the 2018 operating and capital budgets:

- a. Budget Committee will be recommending to Executive Committee the Library's 2018-2027 capital budget and plan unchanged from the [Preliminary Budget](#) reported at the December meeting. During the Budget Committee review process, the Library's significant state of good repair backlog was noted with a commitment to addressing the issue in the future.
- b. Budget Committee will be recommending a Library 2018 operating budget of \$182.284 million net, which includes budget enhancements totaling \$1.514 million net. These enhancements include:

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2018 Operating and Capital Budgets – Update – continued

- i. \$540,000 for Sunday Service Expansion with the addition of summer Sunday service to five District branches and seasonal Sunday service, September to June, added at nine additional neighbourhood libraries in existing or transitioning Neighbourhood Improvement Areas. This will result in all 19 District and Research & Reference branches providing year-round Sunday service and 23 neighbourhood branches offering seasonal Sunday service.
- ii. \$390,000 for three additional Youth Hubs to be opened at Downsview, Flemingdon Park and Malvern branches.
- iii. \$300,000 to expand the Wi-Fi Hotspot Lending Program, which will increase the total number of units available for borrowing to 1,000.
- iv. \$250,000 to support and deliver an e-Learning Initiative in collaboration with the City, George Brown College and Cisco Net Academy.
- c. Budget Committee will not be recommending the budget enhancements of a new position for Advancing Transformational Change related to the City's Change Management Centre of Excellence.
- d. The 2018 budgets will be considered at Executive Committee on February 6 and Council on February 12 and 13 for approval.
- e. The Library Board is expected to adopt the Council-approved 2018 budgets at the February 26, 2018 meeting.

Moved by Councillor Doucette, seconded by S. McCarten:***That the Toronto Public Library Board:***

1. *receives the 2018 Operating and Capital Budgets – Update verbal report for information.*

Carried**18-021 Motion to Extend the Meeting*****Moved by Councillor Ainslie, seconded by Councillor Doucette:******That the Toronto Public Library Board:***

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

Carried

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18-022 Innovation Council 2017 – Update

Pam Ryan introduced Bianca Wylie, Head, Open Data Institute of Toronto and Innovation Council member and Ab. Velasco, Manager, Innovation. The Board was provided with an update on 2017 activities that included the provision of valuable feedback from the Council towards the Library's Digital Strategy, Digital Literacy Vision, and Innovation Framework. Innovation Council members continue to serve as ambassadors for the Library in the community, on social media and in the media.

Bianca Wylie spoke regarding her experience as an Innovation Council member emphasizing the breadth of ideas and enthusiasm for ways to connect and extend the Library further into the community

Moved by Councillor Doucette, seconded by S. McCarten:

That the Toronto Public Library Board:

1. receives the Innovation Council 2017 – Update report for information.

Carried

18-023 Wi-Fi Hotspot Lending Project Phase 2 – Findings and Future Directions

Moved by Councillor Fragedakis, seconded by D. LeBreton:

That the Toronto Public Library Board:

1. receives the Wi-Fi Hotspot Lending Project Phase 2 – Findings and Future Directions for information.

Carried

18-024 Dawes Road Branch Capital Project – Update (Received for Information by Consent)

That the Toronto Public Library Board:

1. receives the Dawes Road Branch Capital Project – Update for information.

Carried

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18-025 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

18-026 Adjournment

Moved by E. Svec, seconded by D. LeBreton:

That the Toronto Public Library Board:

1. adjourns the January 29, 2018 Toronto Public Library Board meeting.

Carried

The meeting ended at 7:45 p.m.

Signed: _____