

Toronto Public Library Board

Meeting No. 6: Monday, June 17, 2019, from 6:00 p.m. to 7:35 p.m.

Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto

Members Present:

Ms. Sue Graham-Nutter (Chair)

Mr. Strahan McCarten (Vice Chair)

Mr. Jonathan Hoss

Mr. Fenton Jagdeo

Ms. Jennifer Liu

Mr. Alim Remtulla

Regrets:

Councillor Paul Ainslie

Councillor Gord Perks

Ms. Andrea Geddes Poole

19-115 Call to Order

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

Ms. Graham-Nutter gratefully acknowledged that the Toronto Reference Library is on Indigenous land. She indicated this is the traditional territory of the Haudenosaunee Confederacy (also known as the Six Nations 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. Ms. Graham-Nutter reminded and reaffirmed as Torontonians and Canadians, accountability to these Indigenous nations, and to all Indigenous peoples and communities living in Toronto.

Ms. Graham-Nutter further indicated that this land is also part of the Dish with One Spoon territory, that includes a treaty between the Haudenosaunee Confederacy, the Anishinaabek and allied nations, to peaceably share and care for this land, its waters, and all of the biodiversity in the Great Lakes region. All those who come to live and work here are responsible for honouring this treaty in the spirit of peace, friendship, and respect.

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Call to Order – continued

Sue Graham-Nutter expressed appreciation to Strahan McCarten, Vice Chair, for his service to the Toronto Public Library Board since February 2015. Mr. McCarten, who is resigning from the Board after the June 2019 meeting, was presented with a book from the Library Board in appreciation for his role as Vice Chair since January 2018.

Vickery Bowles, City Librarian, expressed appreciation to Paul Trumphour, Director, Transformational Projects, for his service to the Toronto Public Library Board since 1986. Mr. Trumphour, who is retiring at the end of June, was presented with a book from the Library Board in appreciation for his service to the Library.

19-116 Declarations of Conflicts of Interest

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

19-117 Approval of Agenda

Moved by A. Remtulla, seconded by J. Hoss:

That the Toronto Public Library Board approves the agenda as revised to:

1. add a Presentation from Derek Moran regarding Agenda Item Nos. 11a - Strategic Planning Steering Committee: Approved Minutes of the April 10, 2019 Strategic Planning Steering Committee Meeting and 11b - Strategic Plan 2020-2024: Environmental Scan and Consultation Plan for information.

Carried

19-118 Confirmation of May 21, 2019 Toronto Public Library Board Meeting Minutes

Moved by F. Jagdeo, seconded by J. Liu:

That the Toronto Public Library Board:

1. confirms the minutes of the May 21, 2019 Toronto Public Library Board meeting.

Carried

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19-119 Approval of Consent Agenda Items*Moved by J. Hoss, seconded by S. McCarten:**That the Toronto Public Library Board:*

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

Carried**19-120 Business Arising from the Minutes**

There were no *Business Arising from the Minutes* items at the June 17, 2019 meeting.

19-121 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**19-122 Communications (*Received for Information by Consent*)***That the Toronto Public Library Board:*

1. *receives Communication (a) from Harry Orbach-Miller, Toronto Public Library Board member, to Sue Graham-Nutter, Chair, Toronto Public Library Board dated June 3, 2019, advising of his resignation from the Toronto Public Library Board, for information.*

Carried**19-123 Presentations**

Derek Moran regarding Agenda Item Nos. 11a – *Strategic Planning Steering Committee: Approved Minutes of the April 10, 2019 Strategic Planning Steering Committee Meeting* and 11b – *Strategic Plan 2020-2024: Environmental Scan and Consultation Plan*

Derek Moran expressed his concern regarding noise issues at the Northern District branch. He indicated he believes branch management's refusal to address the noise-related problems is a violation of his rights. Mr. Moran cited rules and regulations from Toronto Public Library and other library systems that state making unreasonable noise is unacceptable. He requested Library management's cooperation in enforcing the rules and maintaining a welcoming environment for all.

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Presentations – continued***Moved by J. Liu, seconded by A. Remtulla:******That the Toronto Public Library Board:***

1. *receives the presentation from Derek Moran regarding Agenda Item Nos. 11a - Strategic Planning Steering Committee: Approved Minutes of the April 10, 2019 Strategic Planning Steering Committee Meeting and 11b - Strategic Plan 2020-2024: Environmental Scan and Consultation Plan.*

Carried**Item for Information:****19-124 Toronto Public Library Board Education – Employee Engagement Survey Results**

Dan Keon, Director, Human Resources and Diana Lo, Manager, Human Resources, provided the Board with information regarding the Library's 2018 Employee Engagement Survey, including the top 10 results and the bottom 10 results. Comparative results from the 2016 City of Toronto's Employee Engagement survey were also shared with the Board. The overall TPL participation rate was 52 percent. Individual department results were reviewed with staff. Strategies for addressing areas for improvement will be developed and implemented in 2019 and 2020.

Moved by J. Hoss, seconded by A. Remtulla:***That the Toronto Public Library Board:***

1. *receives the Toronto Public Library Board Education – Employee Engagement Survey Results verbal report for information.*

Carried

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Items for Approval:**Strategic Planning Steering Committee:**

- 19-125 a. **Approved Minutes of the April 10, 2019 Strategic Planning Steering Committee Meeting**

Moved by F. Jagdeo, seconded by J. Liu:

That the Toronto Public Library Board:

1. *receives the Approved Minutes of the April 10, 2019 Strategic Planning Steering Committee meeting for information.*

Carried

- 19-126 b. **Strategic Plan 2020-2024: Environmental Scan and Consultation Plan**
Fenton Jagdeo, Committee Chair, Strategic Planning Steering Committee, outlined highlights from the Committee's May 31, 2019 meeting that included comprehensive analysis of the environmental scan and the first phase of the consultation results, as well as the areas of focus for the phase 2 consultations.

Moved by J. Hoss, seconded by F. Jagdeo:

That the Toronto Public Library Board:

1. *receives the environmental scan as outlined in the report;*
2. *receives the first phase of consultation results outlined in the report; and*
3. *approves the focus areas for phase 2 consultations resulting from the May 31, 2019 Strategic Planning Steering Committee strategy session.*

Carried

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**19-127 Toronto Public Library Board – September and October 2019 Meeting
Locations and Dates Schedule – Revisions*****Moved by J. Liu, seconded by S. McCarten:******That the Toronto Public Library Board:***

1. *moves the location of the September 23, 2019 Library Board meeting from the Toronto Reference Library, 789 Yonge Street, to the S. Walter Stewart branch, 170 Memorial Park Avenue;*
2. *moves the date of the October 2019 Library Board meeting from Monday, October 21 to Tuesday, October 22; and*
3. *moves the location of the October Library Board meeting to the Toronto Reference Library, 789 Yonge Street.*

Carried**19-128 E-Content Campaign*****Moved by J. Liu, seconded by S. McCarten:******That the Toronto Public Library Board:***

1. *seeks Toronto City Council's endorsement of a draft resolution outlined in Attachment 1, requesting the City of Toronto to:*
 - a. *indicate their support for Canadian Urban Libraries Council's/ Conseil des Bibliothèques Urbaines du Canada's efforts to increase access to ebooks and other econtent for library users in Toronto and across Canada;*
 - b. *call on the Federal government to investigate the barriers faced by libraries in acquiring ebooks and other econtent and the problems that poses for vulnerable demographic groups in Canada; and*
 - c. *ask the Federal government to develop a solution that increases access to ebooks and other econtent across Canada and assists libraries in meeting the cost requirements to acquire ebooks and other econtent.*

Carried

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19-129 Albert Campbell Branch – Lease Agreement for Alternate Service Location***Moved by J. Hoss, seconded by J. Liu:******That* the Toronto Public Library Board:**

1. *endorses a lease agreement between the Toronto Public Library and Key Anlouis Investments Limited for space located at 462 Birchmount Road, Unit 1A, for a two-year term, substantially on terms and conditions set out in Appendix A;*
2. *authorizes the City Librarian to act on its behalf to seek City approval and execute the lease and related documentation; and*
3. *requests City Council to approve a Municipal Capital Facility Agreement for the leased space.*

Carried**19-130 Albert Campbell Branch and York Woods Branch – Closures for Major Renovation*****Moved by S. McCarten, seconded by A. Remtulla:******That* the Toronto Public Library Board:**

1. *approves the closure of the Albert Campbell branch for approximately 24 months for renovation; and*
2. *approves the closure of the York Woods branch for approximately 24 months for renovation.*

Carried**19-131 2019 Capital Budget Adjustments (*Approved by Consent*)*****That* the Toronto Public Library Board:**

1. *endorses the following cash flow reallocations that have no impact on annual debt levels:*
 - 1.1 *accelerate a total of \$1.078 million gross and debt funding from 2020 to 2019 for the Technology Asset Management Program (TAMP); and*
 - 1.2 *defer a total of \$1.078 million gross and debt funding from 2019 to 2020 for the York Woods Library project; and*
2. *authorizes staff to forward the capital budget adjustments to the City for approval.*

Carried

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Items for Information:**19-132 Operating and Capital Budgets – Update**

The following information was provided to the Board by Larry Hughsam, Director, Finance & Treasurer:

Bill 108 (More Homes, More Choice Act, 2019)

- (a) Under Bill 108, soft services such as the Library would no longer be eligible for Development Charge funding or Section 37 funding from developers for the capital budget, to be replaced by a Community Benefits Charge;
- (b) TPL's 10-year capital budget is currently funded 36 percent by Development Charge and Section 37 funding for a total of approximately \$108 million;
- (c) Bill 108 has received royal assent, though details of the regulations are not available; therefore, the full capital budget impact cannot currently be assessed;
- (d) Also under Bill 108, library collections would no longer be eligible for Development Charge. TPL's library collections budget includes \$4 million of annual funding from Development Charge funding, which could result in an operating budget pressure of \$4 million (2 percent budget pressure);

Provincial Budget Cuts

- (e) Proposed retroactive funding cuts from the Province meant that the City was facing a \$177 million budget shortfall for 2019. Due to a legislative requirement for the City to balance its budget, significant measures would have been necessary to produce savings in 2019;
- (f) The province has agreed that the funding cuts will not be retroactive, which relieves the pressure on the City for 2019. However, it is expected that the provincial funding cuts will impact the 2020 budget year, and measures will need to be put in place by the City to manage this budget pressure, expected to be well in excess of \$177 million;

Budget Process

- (g) The City Manager is recommending a value-based outcome review to be performed for all Divisions and Agencies in preparation for the 2020 budget process;

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Operating and Capital Budgets – Update – continued

- (h) This review process, with the assistance of third-party expertise will examine:
 - i. service relevance and their intended outcomes;
 - ii. service delivery, modernization and efficiency opportunities; and
 - iii. expenditure and revenue sustainability;
- (i) The objective is to identify savings opportunities over the next three years for inclusion and implementation beginning with the 2020 budget process;
- (j) Budget instructions and targets have not yet been received from the City;
- (k) It is expected the Board will consider the 2020 operating and capital budget submissions at the September meeting;
- (l) The Board will be provided with information regarding targets and instructions when they are received by staff.

Moved by S. McCarten, seconded by A Remtulla:

That the Toronto Public Library Board:

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

Carried

19-133 Annual Risk Register – Update

Sujoy Chatterjee, Data Governance and Privacy Risk Advisor, reviewed highlights from the report for the Board. Elizabeth Glass, Director, Policy, Planning & Performance Management and Suzanne Millar, Manager, Policy, Privacy & Records Management Operations, were in attendance to respond to questions.

Moved by J. Liu, seconded by J. Hoss:

That the Toronto Public Library Board:

1. *receives the Annual Risk Register – Update report for information.*

Carried

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19-134 Operating Budget Monitoring Report – April 30, 2019 (Received for Information by Consent)*That the Toronto Public Library Board:*

1. receives the Operating Budget Monitoring Report – April 30, 2019 for information.

Carried**19-135 Capital Budget Monitoring Report – April 30, 2019 (Received for Information by Consent)***That the Toronto Public Library Board:*

1. receives the Capital Budget Monitoring Report – April 30, 2019 for information.

Carried**19-136 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**19-137 Closed Meeting**

At 7:05 p.m., it was:

Moved by A. Remtulla, **seconded by** J. Hoss:*That the Toronto Public Library Board:*

1. conducts a Closed meeting as the subject matter being considered (City Librarian's Employee Agreement) involves personal matters concerning an identifiable individual.

Carried

At 7:30 p.m. the Board resumed its meeting in public.

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Adoption of Closed Meeting Action:

19-138 City Librarian's Employment Agreement

Moved by J. Liu, seconded by J. Hoss:

That the Toronto Public Library Board:

1. *approves the confidential recommendation in Confidential Attachment 1, regarding the City Librarian's Employment Agreement: and*
2. *recommends that the information in Confidential Attachment 1, concerning the City Librarian's Employment Agreement, not be made public as the subject matter being considered involves personal matters about an identifiable individual.*

Carried

19-139 Adjournment

Moved by S. McCarten, seconded by F. Jagdeo:

That the Toronto Public Library Board:

1. *adjourns the June 17, 2019 Toronto Public Library Board meeting.*

Carried

The meeting ended at 7:35 p.m.

Signed: _____