

**Toronto Public Library Board**

**Meeting No. 5: Monday, May 25, 2015, from 6:05 p.m. to 11:05 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Members Present:

Mr. Ron Carinci (Chair)
Ms. Lindsay Colley (Vice Chair)
Councillor Sarah Doucette
Councillor Mary Fragedakis
Ms. Sue Graham-Nutter
Ms. Dianne LeBreton
Mr. Strahan McCarten
Mr. Ross Parry
Ms. Archana Shah
Ms. Eva Svec

Regrets:

Councillor Paul Ainslie
Councillor Ana Bailão

15-086 Call to Order

Ron Carinci called the meeting to order at 6:05 p.m.

15-087 Declarations of Conflict of Interest

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

15-088 Approval of Agenda

Moved by L. Colley, seconded by E. Svec:

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

1. *move Agenda Item Nos. 9 – 2014 Audited Financial Statements – Toronto Public Library Board and 14 – Audit Year-End Report – December 31, 2014 – Toronto Public Library Board to earlier on the agenda to accommodate a guest in attendance at the meeting for these two items;*
2. *add four tabled Communications items under Agenda Item No. 7 – Communications; and*
3. *add a Presentation under Agenda Item No. 8 from Miroslav Glavic regarding Agenda Item Nos. 12 – Open Hours Standardization – 2015, 15 – Accounts Written-off in 2014 and 21 – Board Resolutions – Status Report.*

Carried

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15-089 Confirmation of April 20, 2015 Toronto Public Library Board Meeting Minutes***Moved by A. Shah, seconded by S. McCarten:******That the Toronto Public Library Board:***

1. *confirms the Minutes of the April 20, 2015 Toronto Public Library Board meeting.*

Carried**Item for Information:****15-090 Audit Year-End Report – December 31, 2014 – Toronto Public Library Board**

Ron Carinci introduced Terri McKinnon, Partner, PricewaterhouseCoopers in attendance at the meeting for discussion of the *Audit Year-End Report – December 31, 2014 – Toronto Public Library Board* and the *2014 Audited Financial Statements – Toronto Public Library Board* report.

Ms. McKinnon advised the Board that the 2014 audit went well with no major issues of concern.

In response to a question from Ms. McKinnon, Ron Carinci advised that the Board is not aware of any incidences of fraud at the Library.

Larry Hughsam, Director, Finance and Treasurer noted a revision in Attachment 1 of the report to add the names of the 2014 Toronto Public Library Board members to Appendix A – Related parties.

Moved by S. McCarten, seconded by M. Fragedakis:***That the Toronto Public Library Board:***

1. *receives the Audit Year-End Report – December 31, 2014 – Toronto Public Library Board for information.*

Carried**Item for Approval:****15-091 2014 Audited Financial Statements – Toronto Public Library Board*****Moved by D. LeBreton, seconded by A. Shah:******That the Toronto Public Library Board:***

1. *approves the 2014 Audited Financial Statements of the Toronto Public Library Board, appended as Attachment 1.*

Carried

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15-092 Business Arising from the Minutes**Achieving a Paperless Board through Technology**

Paul Trumphour, Acting Director, Information Technology and Facilities provided the Board with a demonstration on accessing and annotating materials from an iPad device in preparation for the distribution to Board members of an electronic version of Library Board materials for the June meeting.

Moved by Councillor Doucette, seconded by S. McCarten:

That the Toronto Public Library Board:

1. receives the Achieving a Paperless Board through Technology verbal report for information.

Carried

15-093 Chair's Report**2015 Toronto Pan Am / Parapan Am Games**

Anne Bailey, Director, Branch Libraries, introduced Gail MacFayden, Pan Am Games Lead and Haney Mussa, Pan Am Games Project Manager.

Ms. MacFayden and Ms. Haney provided a presentation regarding the Library's activities and projects for the 2015 Toronto Games.

Ron Carinci noted the following highlights from the Chair's Report:

- a) the award presented to the Library by the Ontario Association of Architects for the Fort York Branch at the annual Design Excellence awards on May 8;
- b) the opening of the Scarborough Civic Centre Branch, Toronto Public Library's 100th library branch, on May 20; and
- c) the Pan Am Poetry Slam on May 22 at the Toronto Reference Library attended by Board Member Sue Graham-Nutter.

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

That the Toronto Public Library Board:

1. receives the Chair's Report for information.

Carried

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15-094 Communications***Moved by Councillor Doucette, seconded by D. LeBreton:******That the Toronto Public Library Board:***

1. *receives Communication (a) from Michael Coteau, the Honourable Minister of Tourism, Culture and Sport dated May 20, 2015 regarding the opening of the Scarborough Civic Centre Branch for information;*
2. *receives Communication (b) from Maureen O'Reilly, President, Toronto Public Library Workers Union Local 4948 to Ron Carinci, Chair, Toronto Public Library Board, dated May 25, 2015 regarding the disbanding of the Toronto Public Library Board's Employee & Labour Relations Committee for information;*
3. *receives Communication (c) from Maureen O'Reilly, President, Toronto Public Library Workers Union Local 4948 to Ron Carinci, Chair, Toronto Public Library Board, dated May 25, 2015 regarding open hours standardization and staffing for information; and*
4. *receives Communication (d) from Maureen O'Reilly, President, Toronto Public Library Workers Union Local 4948 to Ron Carinci, Chair, Toronto Public Library Board, dated May 25, 2015 regarding the shared facilities agreements with external service providers for information.*

Carried

In response to a request from Maureen O'Reilly, President, Toronto Public Library Workers Union, Local 4948 regarding Communications b, c and d, it was:

Moved by S. McCarten, seconded by D. LeBreton:***That the Toronto Public Library Board approves the agenda as revised to:***

1. *add a Presentation under Agenda Item No. 8 from Maureen O'Reilly, President, Toronto Public Library Workers Union, Local 4948 regarding Communications b, c and d following Miroslav Glavic's presentation.*

Carried

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Presentations

15-095 Miroslav Glavic regarding Agenda Item Nos. 12 – *Open Hours Standardization – 2014*, 15 – *Accounts Written-off in 2014* and 21 – *Board Resolutions – Status Report*

Mr. Glavic addressed the Board regarding:

- a) the importance of increasing the open hours in branches;
- b) the importance of fines revenue to the Library; and
- c) the prevalence of advertising on wifi networks by other organizations.

Moved by S. Graham-Nutter, seconded by D. LeBreton:

That the Toronto Public Library Board:

- 1. *receives the presentation from Miroslav Glavic regarding Agenda Item Nos. 12 – Open Hours Standardization – 2014, 15 – Accounts Written-off in 2014 and 21 – Board Resolutions – Status Report for information.*

Carried

15-096 Maureen O'Reilly, President, Toronto Public Library Workers Union, Local 4948 (TPLWU Local 4948) regarding Communications items b, c and d

Ms. O'Reilly addressed the Board regarding TPLWU Local 4948's:

- a. request to address the Board at spring and fall meetings for up to 15 minutes in duration, should the Employee & Labour Relations Committee be disbanded (Communication b);
- b. concern regarding standardizing open hours without increasing staff (Communication c); and
- c. concern regarding "shared facilities with external service providers" (Communication d).

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

That the Toronto Public Library Board:

- 1. *receives the presentation from Maureen O'Reilly, President, Toronto Public Library Workers Union, Local 4948 regarding Communications items b, c and d for information.*

Carried

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Items for Approval:**15-097 City Solar Photovoltaic Programme at Library Buildings***Moved by Councillor Doucette, seconded by S. McCarten:****That the Toronto Public Library Board:***

1. *approves Toronto Public Library's participation in the City's solar photovoltaic (PV) programme for 14 potential locations subject to satisfactory terms and conditions of a Memorandum of Understanding; and*
2. *authorizes and directs the appropriate Library staff to take the necessary action to give effect thereto.*

Carried unanimously**Recorded Vote Requested:****Yes – 10**

Ron Carinci, Lindsay Colley, Councillor Doucette,
Councillor Fragedakis, Sue Graham-Nutter, Dianne
LeBreton, Strahan McCarten, Ross Parry, Archana Shah
and Eva Svec.

No – 0**15-098 Northern District Branch – Construction Contract Increase***Moved by S. Graham-Nutter, seconded by Councillor Doucette:****That the Toronto Public Library Board:***

1. *increases the value and scope of the present Construction Contract at Northern District Branch, by \$174,000 to \$615,145 [excluding Harmonized Sales Tax (HST)]; and*
2. *authorizes and directs the appropriate library staff to take the necessary action to give effect thereto.*

Carried

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15-099 Open Hours Standardization – 2015*Moved by S. Graham-Nutter, seconded by E. Svec:**That the Toronto Public Library Board:*

1. *approves the changes in branch open hours for Downsview, Eglinton Square, Jane/Dundas and Morningside branches to complete the standardization of branch open hours, as outlined in Attachment 1; and;*
2. *authorizes and directs the appropriate library staff to take the necessary action to give effect thereto.*

Carried

Councillor Doucette requested that the changes in branch open hours be widely advertised to local councillors.

Strategic Planning Steering Committee:**15-100 Review of Board Committee Structure****Library Board Decision**

The Toronto Public Library Board on May 25, 2015 adopted the following:

*Moved by S. Graham-Nutter, seconded by S. McCarten:**That the Toronto Public Library Board:*

1. *defers consideration of the Review of Board Committee Structure report, and requests the City Manager and the City Clerk to make an overview presentation on the City's Governance Principles and Procedures at the June 2015 Board meeting, and request the Auditor General to make a presentation at the same meeting on the Importance of Good Governance related to Board Operations.*

*Carried as amended***Motions:**

See the following:

*Moved by S. Graham-Nutter, seconded by S. McCarten:**That the Toronto Public Library Board:*

1. *approves the retention of the:*
 - a. *City Librarian's Performance Review Committee;*
 - b. *Strategic Planning Steering Committee;*
2. *approves the disbanding of the:*
 - a. *Budget Committee;*
 - b. *Employee and Labour Relations Committee;*
 - c. *Advertising Review Working Group; and*
 - d. *E-Book Working Group;*

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Strategic Planning Steering Committee:**Review of Board Committee Structure – continued**

3. *revises the Advertising Policy to refer appeals to the Library Board;*
4. *appoints a second Board member representative to the Board of the Federation of Ontario Public Libraries;*
5. *appoints a Board member to the role of Board Liaison to Youth Advisor;*
6. *appoints a Board member to the Toronto Public Library Foundation Board;*
7. *does not appoint a Board member to the First Parliament Site Working Group.*

Amended

Moved in amendment by Councillor Fragedakis, seconded by Councillor Doucette:

That the Motions moved by S. Graham-Nutter and seconded S. McCarten be replaced with the following:

1. *defers consideration of the Review of Board Committee Structure report, and requests the City Manager and the City Clerk to make an overview presentation on the City's Governance Principles and Procedures at the June 2015 Board meeting, and requests the Auditor General to make a presentation at the same meeting on the Importance of Good Governance related to Operations.*

Carried Unanimously**Recorded Vote Requested:**

Yes – 10

Ron Carinci, Lindsay Colley, Councillor Doucette, Councillor Fragedakis, Sue Graham-Nutter, Dianne LeBreton, Strahan McCarten, Ross Parry, Archana Shah and E. Svec.

No – 0

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Strategic Planning Steering Committee:**Review of Board Committee Structure – continued*****Moved in amendment by D. LeBreton, seconded by R. Parry:******That the Motions moved by S. Graham-Nutter and seconded by S. McCarten be replaced with the following:***

1. *requests the City Manager and the City Clerk to make an overview presentation on the City's Governance Principles and Procedures at the June 2015 Board meeting, and request the Auditor General to make a presentation at the same meeting on the Importance of Good Governance related to Board Operations.*

Carried unanimously**Recorded Vote Requested:****Yes – 10**

Ron Carinci, Lindsay Colley, Councillor Doucette, Councillor Fragedakis, Sue Graham-Nutter, Dianne LeBreton, Strahan McCarten, Ross Parry, Archana Shah and E. Svec.

No – 0

2. *whereas the Board has at any time the authority to establish committees, the Toronto Public Library Board approves the Strategic Planning Committee's recommendations as stated in the Review of the Board Committee Structure report.*

Defeated**Recorded Vote Requested:****Yes – 2**

Ron Carinci and Dianne LeBreton.

No – 8

Lindsay Colley, Councillor Doucette, Councillor Fragedakis, Sue Graham-Nutter, Strahan McCarten, Ross Parry, Archana Shah and E. Svec.

Motion to Extend the Meeting

At 9:30 p.m., it was:

15-101***Moved by S. McCarten, 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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Items for Information:**15-102 Accounts Written-off in 2014*****Moved by S. McCarten, seconded by Councillor Doucette:******That the Toronto Public Library Board:***

1. receives the Accounts Written-off in 2015 report for information.

Carried**15-103 2014 Grants****Library Board Decision**

The Toronto Public Library Board on May 25, 2015 adopted the following:

Moved by L. Colley, seconded by S. McCarten:***That the Toronto Public Library Board:***

1. receives the 2014 Grants report for information; and
2. requests staff to report at the September meeting on the status of the Federation of Ontario Public Libraries' efforts and advocacy concerning provincial operating grants to Ontario public libraries.

Carried as amended**Motions:**

See the following:

Moved by L. Colley, seconded by S. McCarten:***That the Toronto Public Library Board:***

1. receives the 2014 Grants report for information.

Amended***Moved in amendment by D. LeBreton, seconded by Councillor Doucette:******That the Toronto Public Library Board:***

1. requests staff to report at the September meeting on the status of the Federation of Ontario Public Libraries' efforts and advocacy concerning provincial operating grants to Ontario public libraries.

Carried

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15-104 Capital Budget Process

Larry Hughsam, Director, Finance and Treasurer, provided a presentation regarding the Library's capital budget process, planning framework, development of capital plan, approvals, debt targets, state of good repair backlog and capital completion rate. He also provided the 2016 City-recommended budget schedule for the capital and operating budgets.

At the request of Ron Carinci, Lindsay Colley presided over the meeting.

Library Board Decision

The Toronto Public Library Board on May 25, 2015 adopted the following:

Moved by Councillor Doucette, seconded by R. Parry:

That the Toronto Public Library Board:

1. *requests staff to report back on the feasibility of redeveloping Toronto Public Library properties through strategic partnerships in order to generate excess capital funding, which could be specifically directed to rebuild and improve branches in neighbourhood improvement areas and help address the state of good repair backlog; and*
2. *receives the Capital Budget Process verbal report for information and directs staff to proceed with Option 3 as outlined in the verbal report to address the state of good repair backlog.*

Carried as amended

Motions:

See the following:

Moved by Councillor Doucette, seconded by R. Parry:

That the Toronto Public Library Board:

1. *requests staff to report back on the feasibility of redeveloping Toronto Public Library properties through strategic partnerships in order to generate excess capital funding, which could be specifically directed to rebuild and improve branches in neighbourhood improvement areas and help address the state of good repair backlog.*

Carried

Moved in amendment by R. Carinci, seconded by S. Graham-Nutter:

That the Toronto Public Library Board:

1. *receives the Capital Budget Process verbal report for information and directs staff to proceed with Option 3 as outlined in the verbal report to address the state of good repair backlog.*

Carried

Ron Carinci returned to chairing the meeting.

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15-105 Operating Budget Monitoring Report – March 31, 2015*Moved by Councillor Doucette, seconded by L. Colley:**That the Toronto Public Library Board:*

1. receives the Operating Budget Monitoring Report – March 31, 2015 for information.

*Carried***15-106 Capital Budget Monitoring Report – March 31, 2015***Moved by A. Shah, seconded by S. Graham-Nutter:**That the Toronto Public Library Board:*

1. receives the Capital Budget Monitoring Report – March 31, 2015 for information.

*Carried***15-107 Requests for Reconsideration of Library Materials – 2014 Annual Report***Moved by E. Svec, seconded by S. McCarten:**That the Toronto Public Library Board:*

1. receives the Requests for Reconsideration of Library Materials – 2014 Annual Report for information.

*Carried***15-108 Board Resolutions – Status Report***Moved by Councillor Doucette, seconded by D. LeBreton:**That the Toronto Public Library Board:*

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

*Carried***15-109 Closed Meeting**

At 10:45 p.m., it was:

*Moved by Councillor Fragedakis, seconded by S. Graham-Nutter:**That the Toronto Public Library Board:*

1. conducts a Closed meeting as the subject matters being considered (Labour Relations and Collective Bargaining) involves labour relations or employee negotiations.

Carried

Toronto Public Library Board

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

At 11:00 p.m. the Board resumed its meeting in public.

Adoption of Closed Meeting Action:

15-110 Labour Relations and Collective Bargaining

Moved by D. LeBreton, seconded by S. Graham-Nutter:

That the Toronto Public Library Board:

1. *receives the Labour Relations and Collective Bargaining verbal report; and*
2. *requests that the confidential information not be made public as it involves labour relations or employee negotiations.*

Carried

15-111 Adjournment

Moved by E. Svec, seconded by A. Shah:

That the Toronto Public Library Board:

1. *adjourns the May 25, 2015 Toronto Public Library Board meeting.*

Carried

The meeting ended at 11:05 p.m.

Signed: _____