

**Toronto Public Library Board – Strategic Plan Performance Measures Committee
Meeting No. 1: Tuesday, May 31, from 5:40 p.m. to 7:25 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Members Present:

Mr. Ron Carinci
Ms. Lindsay Colley
Ms. Dianne LeBreton
Ms. Sue Graham-Nutter

Regrets:

Ms. Archana Shah

SPPM Call to Order

16-001 Elizabeth Glass, Director, Policy, Planning & Performance Management and the City Librarian's designate, called the meeting to order at 5:40 p.m.

SPPM Election of Chair of the Strategic Plan Performance Measures Committee

16-002 Elizabeth Glass called for nominations for the Chair of the Strategic Plan Performance Measures Steering Committee.

Moved by R. Carinci:

That:

1. *Dianne LeBreton be nominated for Chair.*

Carried

Dianne LeBreton agreed to stand for election.

There being no further nominations, it was:

Moved by L. Colley:

That the Strategic Plan Performance Measures Committee:

1. *closes nominations.*

Carried

Elizabeth Glass declared Dianne LeBreton duly elected Chair of the Strategic Plan Performance Measures Committee by acclamation.

Dianne LeBreton assumed the Chair.

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SPPM Declarations of Conflict of Interest

16-003 There were no Declarations of Conflict of Interest by members of the Strategic Plan Performance Measures Committee.

SPPM Approval of Agenda

16-004 *Moved by R. Carinci:*

That the Strategic Plan Performance Measures Committee:

1. *approves the agenda*

Carried

SPPM Communications

16-005 There were no Communications items at the May 31, 2016 Strategic Plan Performance Measures Committee meeting.

SPPM Presentations

16-006 There were no public presentations at the May 31, 2016 Strategic Plan Performance Measures Committee meeting.

Item for Approval:**SPPM Strategic Plan 2016-2019: Status and Performance Management Reporting Tools**

Elizabeth Glass and Michele Melady, Acting Manager, Planning & Development, provided a presentation on status and performance management reporting tools.

16-007 Committee Decision

Moved by R. Carinci

That the Strategic Plan Performance Measurement Committee:

1. *considers the summary of Toronto Public Library's strategic priority alignment with key City strategies for information (Attachment 1);*
2. *considers the template that will be used for the semi-annual status report on Strategic Plan activities for 2016 for presentation to the Library Board in June for information (Attachment 2);*
3. *considers the Draft Strategic Plan Dashboard to provide recommendations on the format so that staff can make revisions and populate the template with measures for the next Steering Committee Meeting (Attachment 3).*

Carried as amended

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Motions:

See the following:

Moved by R. Carinci:

That the Strategic Plan Performance Measures Committee:

1. *considers the summary of Toronto Public Library's strategic priority alignment with key City strategies for information (Attachment 1);*
2. *endorses the template that will be used for the semi-annual status report on Strategic Plan activities for 2016 for presentation to the Library Board in June for information (Attachment 2);*
3. *considers the Draft Strategic Plan Dashboard to provide recommendations on the format so that staff can make revisions and populate the template with measures for the next Steering Committee Meeting (Attachment 3).*

Amended

Moved in amendment by S. Graham-Nutter:

That the Motion moved by R. Carinci be amended to change the word "endorses" in Recommendation 2 to the word "considers" so that it reads as follows:

1. *considers the template that will be used for the semi-annual status report on Strategic Plan activities for 2016 for presentation to the Library Board in June for information (Attachment 2);*

Carried

SPPM Adjournment

16-008

Moved by S. Graham-Nutter:

That the Strategic Plan Performance Measures Committee:

1. *adjourns the May 31, 2016 Strategic Plan Performance Measures Committee meeting.*

Carried

The meeting ended at 7:25 p.m.

Signed: _____