

**Toronto Public Library Board**

**Meeting No. 10: Monday, November 21, 2016, from 6:00 p.m. to 6:45 p.m.  
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

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**Members Present:**

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

**Regrets:**

Councillor Christin Carmichael Greb  
Mr. Ross Parry

**16-199 Call to Order**

Ron Carinci called the meeting to order at 6:00 p.m. Mr. Carinci gratefully acknowledged that the Toronto Public Library Board was meeting on the traditional territory of the Mississaugas of New Credit First Nation, the Haudenosaunee, the Huron-Wendat and home to many diverse Indigenous peoples.

**16-200 Declarations of Conflicts of Interest**

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

**16-201 Approval of Agenda**

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

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

1. *add a Communications report; and*
2. *add a presentation from Miroslav Glavić regarding Agenda Item Nos. 11 – 2017 Interim Budget Estimates and 15 – Holiday Closures 2017 and January 2018.*

*Carried*

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**16-202 Confirmation of October 24, 2016 Toronto Public Library Board Meeting Minutes***Moved by Councillor Ainslie, seconded by A. Shah:**That the Toronto Public Library Board:*

1. *confirms the Minutes of the October 24, 2016 Toronto Public Library Board meeting as revised.*

***Carried*****16-203 Approval of Consent Agenda Items***Moved by Councillor Doucette, seconded by E. Svec:**That the Toronto Public Library Board:*

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

***Carried*****16-204 Business Arising from the Minutes**

There were no *Business Arising from the Minutes* items at the November 21, 2016 meeting.

**16-205 City Librarian's Report (*Approved by Consent*)***That the Toronto Public Library Board:*

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

***Carried*****16-206 Communications (*Approved by Consent*)***That the Toronto Public Library Board:*

1. *receives Communication (a) from Joe Clark to the Toronto Public Library Board dated November 17, 2016 regarding the 2017 operating and capital budgets for information.*

***Carried***

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**Presentations****16-207 Miroslav Glavić**

Miroslav Glavić addressed the Board regarding the importance of staff providing detailed financial information to the Board relating to the *2017 Interim Budget Estimates* and keeping the Library open as many days as possible.

*Moved by Councillor Doucette, seconded by E. Svec:*

*That the Toronto Public Library Board:*

1. *receives the presentation from Miroslav Glavić regarding Agenda Item Nos. 11 – 2017 Interim Budget, and 15 – Holiday Closures 2017 and January 2018 for information.*

*Carried*

**16-208 Toronto Public Library Board Education – Ready for Reading Website**

Pam Ryan, Director, Service Development and Innovation introduced Peggy Thomas, Manager, Children's Services. Ms. Thomas provided the Board with a presentation on the Library's Ready for Reading website designed to assist parents and caregivers of children from birth to five years of age to develop pre-literacy skills in children.

*Moved by S. McCarten, seconded by L. Colley:*

*That the Toronto Public Library Board:*

1. *receives the Toronto Public Library Board Education – Ready for Reading Website verbal report for information.*

*Carried*

**Items for Approval:****16-209 2017 Interim Budget Estimates**

*Moved by S. McCarten, seconded by Councillor Doucette:*

*That the Toronto Public Library Board:*

1. *adopts the 2017 interim operating budget of \$48.647 million gross (\$44.249 million net), subject to Council approval; and*
2. *adopts the 2017 interim capital budget of \$5.522 million gross (\$3.524 million debt), subject to Council approval.*

*Carried*

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**16-210 Runnymede Branch – Award of Tender (*Approved by Consent*)*****That the Toronto Public Library Board:***

1. *awards the contract to the lowest bidder, Brown Daniels Associates, for the interior renovation of the Runnymede Branch, at a cost of \$543,147, which includes a contingency of \$49,377 [excluding Harmonized Sales Tax (HST)].*

***Carried*****Strategic Plan Performance Measures Committee:****16-211 a. Approved Minutes of Strategic Plan Performance Measures Committee Meetings of May 31, 2016, July 13, 2016 and September 20, 2016 (*Received for Information by Consent*)*****That the Toronto Public Library Board:***

1. *receives the approved minutes of the Strategic Plan Performance Measures Committee meeting of May 31, 2016, July 13, 2016 and September 20, 2016 for information.*

***Carried*****16-212 b. Confirmation of November 7, 2016 Strategic Plan Performance Measures Committee Meeting Minutes**

Ron Carinci advised that as there are no additional meetings required for the 2016-2019 Strategic Plan Performance Measures Committee, the November 7, 2016 Strategic Plan Performance Measures Committee meeting minutes require confirmation by the Library Board.

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

1. *confirms the minutes of the November 7, 2016 Strategic Planning Steering Committee meeting.*

***Carried***

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**16-213 c. Strategic Plan 2016-2019 Accountability Framework**

Elizabeth Glass, Director, Policy, Planning & Performance Management provided a presentation highlighting the accountability framework to guide the development, monitoring and reporting of the Strategic Plan 2016-2019 annual work plan and the overall achievements of the plan over four years.

Appreciation was expressed to Strategic Plan Performance Measures Committee members and staff for their efforts in developing the accountability framework.

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

*That the Toronto Public Library Board:*

1. *approves the Strategic Plan 2016-2019 Accountability Framework.*

*Carried*

**16-214 Toronto Public Library Board – December 2016 and January 2017 Meeting Dates**

*Moved by Councillor Ainslie, seconded by E. Svec:*

*That the Toronto Public Library Board:*

1. *approves rescheduling the December 8, 2016 Toronto Public Library Board meeting to December 12, 2016; and*
2. *approves rescheduling the January 23, 2017 Toronto Public Library Board meeting to January 30, 2017.*

*Carried*

**16-215 Holiday Closures 2017 and January 2018**

*Moved by S. McCarten, seconded by S. Graham-Nutter:*

*That the Toronto Public Library Board:*

1. *approves the schedule of holiday closures for 2017 and January 2018 as provided in Attachment 1.*

*Carried*

**Items for Information:****16-216 2017 Operating and Capital Budgets – Update**

Larry Hughsam, Director, Finance and Treasurer provided the following information to update the Board regarding the 2017 operating and capital budgets:

- a. Library staff met with members of the City's Budget Committee in late October to provide additional details regarding the reduction scenarios, including the costing and impact of service reductions;

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**2017 Operating and Capital Budgets – Update – continued**

- b. operating and capital budget discussions with the City's finance staff are on-going;
- c. the proposed \$1.3 million draw from development charges reserves for the one-time operating budget relief to fund collections is likely to be supported by the City;
- d. the public launch of the City's 2017 operating and capital budgets is scheduled to take place on December 2, 2016.

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

- 1. receives the 2017 Operating and Capital Budgets – Update verbal report for information.

***Carried*****16-217 Audit Plan for the Year Ending December 31, 2016 (Received for Information by Consent)*****That the Toronto Public Library Board:***

- 1. receives the Audit Plan for the Year Ending December 31, 2016 report for information.

***Carried*****16-218 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*****16-219 Adjournment*****Moved by Councillor Fragedakis, seconded by D. LeBreton:******That the Toronto Public Library Board:***

- 1. adjourns the November 21, 2016 Toronto Public Library Board meeting.

***Carried***

The meeting ended at 6:45 p.m.

Signed: \_\_\_\_\_