



MINUTES

Page 1

**Toronto Public Library Board – Strategic Planning Steering Committee
Meeting No. 2: Wednesday, October 7, 2015, from 5:40 p.m. to 7:25 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Members Present:

Ms. Dianne LeBreton (Chair)
Councillor Ana Bailão
Mr. Ron Carinci
Ms. Lindsay Colley
Ms. Sue Graham-Nutter
Mr. Strahan McCarten
Ms. Archana Shah
Ms. Eva Svec

Regrets:

Councillor Paul Ainslie
Councillor Mary Fragedakis
Ms. Pam Laycock (TPL Foundation Representative)

SPSC Call to Order

15-009 Dianne LeBreton, called the meeting to order at 5:40 p.m.

SPSC Declarations of Conflict of Interest

15-010 There were no Declarations of Conflict of Interest by members of the Strategic Planning Steering Committee.

SPSC Approval of Agenda

15-011 *Moved by E. Svec:*
That the Strategic Planning Steering Committee:
1. approves the agenda.

Carried

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**SPSC Confirmation of April 21, 2015 Strategic Planning Steering Committee Meeting
15-012 Minutes**

Moved by A. Shah:

That the Strategic Planning Steering Committee:

1. *confirms the Minutes of the April 21, 2015 Strategic Planning Steering Committee meeting.*

Carried

SPSC Communications

15-013 There were no Communications items at the October 7, 2015 Strategic Planning Steering Committee meeting.

SPSC Presentations

15-014 There were no public presentations at the October 7, 2014 Strategic Planning Steering Committee meeting.

Item for Information:

**SPSC Strategic Plan 2016 – 2019: Draft Priorities and Outcomes Results of Public
15-015 Consultation to Date**

Committee Decision

Moved by S. McCarten:

That the Strategic Planning Steering Committee recommends that the Toronto Public Library Board:

1. *receives the results of public and stakeholder consultation to date as summarized in the report and in Attachment 1;*
2. *provides direction on the draft priorities and outcomes for the Strategic Plan 2016 - 2019 as included in Attachment 2;*
3. *directs staff to prepare a final draft of the strategic plan with a communications plan, implementation plan, outcomes, KPIs for 2016 - 2019 and targets for 2016, in alignment with the operating and capital budgets for endorsement by the Strategic Planning Steering Committee and approval by the Library Board in December 2015.*

Carried as amended

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Strategic Plan 2016 – 2019: Draft Priorities and Outcomes Results of Public Consultation to Date – continued

Motions:

See the following:

Moved by S. McCarten:

That the Strategic Planning Steering Committee:

1. *receives the results of public and stakeholder consultation to date as summarized in the report and in Attachment 1;*
2. *provides direction on the draft priorities and outcomes for the Strategic Plan 2016 - 2019 as included in Attachment 2;*
3. *directs staff to prepare a final draft of the strategic plan with a communications plan, implementation plan, outcomes, KPIs and 2016 targets for endorsement by the Strategic Planning Steering Committee and approval by the Library Board in December 2015.*

Amended

Moved in amendment by R. Carinci:

That Recommendation 3 in the Motions moved by S. McCarten be amended to add the following words between “directs staff to prepare a final draft of the strategic plan with a communications plan, implementation plan, outcomes, KPIs and 2016 targets” and “for endorsement by the Strategic Planning Steering Committee and approval by the Library Board in December 2015”:

“in alignment with the operating and capital budgets” so that Recommendation 3 reads as follows:

“directs staff to prepare a final draft of the strategic plan with a communications plan, implementation plan, outcomes, KPIs for 2016 - 2019 and targets for 2016, in alignment with the operating and capital budgets for endorsement by the Strategic Planning Steering Committee and approval by the Library Board in December 2015.”

Carried

Committee members provided staff with direction on the draft priorities and outcomes for the Strategic Plan 2016 – 2019, including:

- a. considering a long-term view to 2050 to provide context for the plan;
- b. emphasizing a call to action;
- c. recognizing the importance of the website as the 101st branch (virtual);
- d. focusing on customer service excellence and fiscal sustainability
- e. aligning the plan with the operating and capital budgets, fundraising and partnership development to assist with prioritization of initiatives; and
- f. emphasizing the importance of the Library’s music collections.

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Strategic Plan 2016 – 2019: Draft Priorities and Outcomes Results of Public Consultation to Date – continued

In addition, staff was directed to revise the Board report template to indicate the relationship to the Strategic Plan under the Financial Impact Statement and to indicate whether a cost is one-time or ongoing, beginning in 2016.

SPSC Adjournment

15-016 *Moved by S. Graham-Nutter:*

That the Strategic Planning Steering Committee:

1. *adjourns the October 7, 2015 Strategic Planning Steering Committee meeting.*

Carried

The meeting ended at 7:25 p.m.

Signed: _____