



Toronto Public Library Board – Draft Meeting Minutes

Meeting Details

Meeting Number: 08

Date: Tuesday, October 25, 2022

Time: 6:00 p.m. to 8:56 p.m.

Location: Toronto Reference Library, Boardroom, 789 Yonge Street and via Webex and Teleconference

Members Present

Sue Graham-Nutter (Chair)

Alim Remtulla (Vice Chair)

Councillor Paul Ainslie

Andrea Geddes Poole

Jennifer Liu

Councillor Gord Perks

Regrets

Tamara Balan

Sarwar Choudhury

Jonathan Hoss

Alison Menary

22-173 Call to Order

Sue Graham-Nutter, Chair called the meeting to order at 6:06 p.m. and welcomed participants, both in-person and virtual attendees.

The Chair then introduced Vickery Bowles, City Librarian.

22-174 Declarations of Conflicts of Interest

There were no *Declarations of Conflicts of Interest* by members of the Library Board at the October 25, 2022 meeting.

22-175 Approval of Agenda

Moved by Alim Remtulla, **seconded by** Andrea Geddes Poole:

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

1. add Agenda Item #9: Communications as an information item, for approval by consent.
2. move Agenda Item #16: Bridlewood Branch – Award of Contract to the regular agenda for discussion.

Carried

22-176 Confirmation of the September 19, 2022 Toronto Public Library Board Meeting Minutes

Moved by Councillor Paul Ainslie, **seconded by** Councillor Gord Perks:

That the Toronto Public Library Board:

1. confirms the minutes of the September 19, 2022 Toronto Public Library Board meeting.

Carried

22-177 Confirmation of the September 19, 2022 Toronto Public Library Board Closed Meeting Minutes

Moved by Jennifer Liu, **seconded by** Alim Remtulla:

That the Toronto Public Library Board:

1. confirms the minutes of the September 19, 2022 Toronto Public Library Board Closed meeting.

Carried

22-178 Approval of Consent Agenda Items

Moved by Andrea Geddes Poole, **seconded by** Alim Remtulla:

That the Toronto Public Library Board:

1. approves the consent agenda.

Carried

22-179 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the October 25, 2022 meeting.

22-180 City Librarian's Report (Received by Consent)

That the Toronto Public Library Board:

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

Carried

22-181 Communications (Received by Consent)

That the Toronto Public Library Board:

1. receives the Communications report for information.

Carried

22-182 Presentations

There were no *Presentations* at the September 19, 2022 meeting.

22-183 Closed Meeting

At 6:14 p.m., it was:

Moved by Alim Remtulla, **seconded by** Councillor Paul Ainslie:

That the Toronto Public Library Board:

1. conducts a Closed meeting as the subject matter being considered (Appeal of Exclusion by a Customer) involves personal matters concerning an identifiable individual - Public Libraries Act, R.S.O. 1990, Chapter P. 44, s. 16.1(4).

Carried

At 6:24 p.m., the Board resumed its meeting in public.

22-184 Adoption of Closed Meeting Actions

Appeal of Exclusion by a Customer

Moved by Andrea Geddes Poole, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. receives the Appeal of Exclusion by a Customer;
2. informs the individual, in writing, of the Board's decision; and
3. requests that the confidential information not be made public as it relates to personal information about an identifiable individual.

Carried

22-185 Toronto Public Library Board Education – Partnership Spotlight – MASS LBP Democracy Initiatives

Sue Graham-Nutter introduced Pam Ryan, Director, Service Development and Innovation to speak to the Toronto Public Library's partnership with MASS LBP.

Pam Ryan introduced Alex Carruthers, Manager, Innovation, Learning & Service Planning and Chris Ellis, Senior Director, MASS LBP to deliver a presentation to the Board.

Alex Carruthers noted one of TPL's strategic priorities is to provide the vital ingredients for a democratic society. TPL's commitment to facilitating and defending access to information and empowering everyone to engage in civic life lead to the partnership with MASS LBP.

Chris Ellis explained that MASS LBP is a Toronto-based organization that works with public institutions and governments to improve citizen engagement in democratic processes. He noted there is an abundance of information available but not equal access to the information or the ability to assess it critically. MASS LBP worked with TPL on the Know Your Vote T.O. initiative that provides information about the mayoral and councillor candidates running in the municipal election and their views on five priority issues in Toronto. Ms. Carruthers advised that the Know Your Vote T.O. campaign provided unbiased information to help Torontonians make informed decisions.

Toronto Public Library Board Education – Partnership Spotlight – MASS LBP
Democracy Initiatives (continued)

This partnership also launched a series of Celebrate Democracy events to cultivate a community of voters through programming, special booklists, children’s voting activities, and community collaborations. There will be an assessment of both of these initiatives to establish best practices for the future.

Moved by Andrea Geddes Poole, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. receives the Toronto Public Library Board Education–Partnership Spotlight – MASS LBP Democracy Initiatives presentation for information.

Carried

Items for Information

22-186 Results of 2022 Staff Diversity and Engagement Survey

Brian Daly, Director, Human Resources reviewed the highlights of the report.

Moved by Andrea Geddes Poole, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. receives the Results of 2022 Staff Diversity and Engagement Survey report for information.

Carried

22-187 Safety and Security - Update

Moe Hosseini-Ara, Director, Branch Operations and Customer Experience reviewed the highlights of the report.

Moved by Alim Remtulla, **seconded by** Councillor Gord Perks:

That the Toronto Public Library Board:

1. receives the Safety and Security - Update report for information.

Carried

Items for Action

22-188 2023 Operating Budget Submission

Howard Balter, Manager, Budget and Financial Reporting reviewed the highlights of the report.

The Board discussed amending the budget submission by adding \$2.267 million for staffing to the base budget and \$8.321 million to advance the Open Hours Plan as a service enhancement.

Vickery Bowles, City Librarian advised that this funding would be welcome but that it is already challenging to staff branches under the current service hours, so an expansion of service hours under the Open Hours Plan would present very difficult recruitment challenges for implementation.

The Board acknowledged this issue and noted that the request for funding the Open Hours Plan needs to be discussed further.

Motions:

See the following:

Moved by Councillor Gord Perks, **seconded by** Councillor Paul Ainslie:
That the Toronto Public Library Board:

1. *approves the 2023 operating base budget submission of \$219.763 million net (\$239.225 million gross), which represents a \$14.758 million net (\$14.145 million gross), or 7.2%, increase over the 2022 operating budget as detailed in Attachment 1, and is comprised of:*
 - a. *recurring base budget increase of \$9.704 million net (\$10.267 million gross), or 4.7%; and*
 - b. *COVID-19 related budget pressures of \$5.053 million net (\$3.879 million gross), or 2.5%;*
2. *approves the 2023 operating budget enhancements totalling \$8.321 million net (\$9.210 million gross), or 4.1%; and*
3. *authorizes staff to forward the 2023 operating budget submission to the City for consideration.*

Carried as amended

2023 Operating Budget Submission (continued)

Moved in amendment by Councillor Gord Perks, seconded by Councillor Paul Ainslie:

That the Toronto Public Library Board amend the motion to include:

1. increase the 2023 base budget by \$2.267 million net for staffing; and
2. increase 2023 budget enhancements by \$8.321 million net which advances the Open Hours Plan.

Carried

Moved by Andrea Geddes Poole, seconded by Jennifer Liu:

That the Toronto Public Library Board:

1. approves the 2023 operating base budget submission of \$217.496 million net (\$237.848 million gross), which represents a \$12.491 million net (\$12.768 million gross), or 6.1%, increase over the 2022 operating budget as detailed in Attachment 1, and is comprised of:
 - a. recurring base budget increase of \$7.437 million net (\$8.000 million gross), or 3.6%; and
 - b. COVID-19 related budget pressures of \$5.053 million net (\$3.879 million gross), or 2.5%;
2. approves the 2023 operating budget enhancements totalling \$0.000 million net (\$0.889 million gross), or 0.0%; and
3. authorizes staff to forward the 2023 operating budget submission to the City for consideration.

Amended

22-189 2023-2032 Capital Budget and Plan Submission

Larry Hughsam, Director, Finance and Treasurer reviewed the highlights of the report.

2023-2032 Capital Budget and Plan Submission (continued)

Moved by Councillor Gord Perks, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. approves the 2023 operating base budget submission of \$217.496 million net (\$237.848 million gross), which represents a \$12.491 million net (\$12.768 million gross), or 6.1%, increase over the 2022 operating budget as detailed in Attachment 1, and is comprised of:
 - a. recurring base budget increase of \$7.437 million net (\$8.000 million gross), or 3.6%; and
 - b. COVID-19 related budget pressures of \$5.053 million net (\$3.879 million gross), or 2.5%;
2. approves the 2023 operating budget enhancements totalling \$0.000 million net (\$0.889 million gross), or 0.0%; and
3. authorizes staff to forward the 2023 operating budget submission to the City for consideration.

Carried

22-190 Bridlewood Branch – Award of Tender

Larry Hughsam, Director, Finance and Treasurer reviewed the highlights of the report.

Moved by Andrea Geddes Poole, **seconded by** Councillor Paul Ainslie:

That the Toronto Public Library Board:

1. approves a commitment with BDA Inc. for the construction of the new relocated and expanded Bridlewood branch with a total value of \$8,771,532, excluding HST, comprised of:
 - a. an award of construction tender, being the lowest bid, at a cost of \$7,974,120; and
 - b. a contingency of \$797,412.

Carried

22-191 Toronto Reference Library – Award of Tender (Approved by Consent)

That the Toronto Public Library Board:

1. approves a commitment with Royalty General Construction Ltd. for the renovation of the bike cage enclosure, the glazing replacement for offices on the ground floor and the repair/replacement of emergency exit doors; at the Toronto Reference Library, with a total value of \$611,300, excluding HST, comprised of:
 - a. an award of construction tender, being the lowest bid, at a cost of \$546,300; and
 - b. a contingency of \$ 65,000.

Carried

22-192 Holiday Closures 2023 and January 2024 (Approved by Consent)

That the Toronto Public Library Board:

1. approves approves the schedule of holiday closures for 2023 and January 2024 as provided in Attachment 1.

Carried

22-193 Renewal of Sponsorship and Naming of the Summer Reading Club (Approved by Consent)

That the Toronto Public Library Board:

1. approves the renewal of the TD Bank Group sponsorship of the summer reading club for 2023 – 2025 according to the terms and conditions outlined in this report;
2. approves the renewal of the naming of the Library's summer reading club as the TD Summer Reading Club;
3. approves the proposed sponsorship amount provided in Confidential Attachment 2;
4. releases the amount of the sponsorship renewal once the contract is signed; and
5. authorizes and directs staff to take the necessary actions to give effect thereto.

Carried

22-194 Biblio Bash at the Toronto Reference Library – April 20, 2023 (Approved by Consent)

That the Toronto Public Library Board:

1. approves the request from the Toronto Public Library Foundation to host the 2023 Biblio Bash gala fundraiser at the Toronto Reference Library on Thursday, April 20, 2023, including closure of the second floor and Digital Innovation Hub on the day of the event and full closure of the branch as of 12:30 p.m. on April 20, 2023.

Carried

Items for Information

22-195 Toronto Public Library Board – 2023 Proposed Meetings (Received by Consent)

That the Toronto Public Library Board:

1. receives the Toronto Public Library Board – 2023 Proposed Meetings report for information.

Carried

22-196 Board Resolutions – Status Report (Received by Consent)

That the Toronto Public Library Board:

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

Carried

22-197 Motion to Extend the Meeting

At 8:43 p.m., it was:

Moved by Andrea Geddes Poole, **seconded by** Alim Remtulla:

That the Toronto Public Library Board:

1. extends the meeting until the completion of the agenda.

Carried

22-198 Adjournment

Moved by Andrea Geddes Poole, **seconded by** Jennifer Liu:

That the Toronto Public Library Board:

1. adjourns the October 25, 2022 Toronto Public Library Board meeting.

Carried

The meeting ended at 8:56 p.m.

Signed: _____