

**Toronto Public Library Board**

**Meeting No. 8: Monday, October 29, 2018, from 6:00 p.m. to 6:55 p.m.**

**Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**Members Present:**

Ms. Sue Graham-Nutter (Chair)  
Councillor Paul Ainslie  
Councillor Jim Hart  
Ms. Dianne LeBreton  
Mr. Ross Parry  
Mr. Daniel Rotsztain  
Ms. Archana Shah  
Ms. Eva Svec

**Regrets:**

Mr. Strahan McCarten (Vice Chair)  
Mr. Cameron Bryant  
Councillor Sarah Doucette  
Councillor Mary Fragedakis

**18-164 Call to Order**

Sue Graham-Nutter called the meeting to order at 6:00 p.m.

Ms. Graham-Nutter gratefully acknowledged that the Toronto Reference Library is on Indigenous land. She indicated this is the traditional territory of the Haudenosaunee Confederacy (also known as the Six Nations Confederacy), the Wendat, and the Mississaugas of the New Credit First Nation. Toronto Public Library gratefully acknowledges these Indigenous nations for their guardianship of this land. Ms. Graham-Nutter reminded and reaffirmed as Torontonians and Canadians, accountability to these Indigenous nations, and to all Indigenous peoples and communities living in Toronto.

Ms. Graham-Nutter further indicated that this land is also part of the Dish with One Spoon territory, that includes a treaty between the Haudenosaunee Confederacy, the Anishinaabek and allied nations, to peaceably share and care for this land, its waters, and all of the biodiversity in the Great Lakes region. All those who come to live and work here are responsible for honouring this treaty in the spirit of peace, friendship, and respect.

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**Call to Order** – continued

Ms. Graham-Nutter advised that Strahan McCarten, Vice Chair and Councillors Sarah Doucette and Mary Fragedakis were attending the 44<sup>th</sup> Annual Heritage Toronto Awards tonight where Toronto Public Library is being presented with a Special Achievement award for the renovation and restoration of branches over the years. Councillors Doucette and Fragedakis are members of the Heritage Toronto Board. Mr. McCarten is accepting the award on behalf of the Toronto Public Library Board.

**18-165 Declarations of Conflicts of Interest**

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

**18-166 Approval of Agenda**

*Moved by R. Parry, seconded by E. Svec:*

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

- 1. add a presentation from Derek Moran regarding Agenda Item No. 13 – 2019-2028 Capital Budget and Plan Submission – Revised.*

*Carried*

**18-167 Confirmation of September 24, 2018 Toronto Public Library Board Meeting Minutes**

*Moved by A. Shah, seconded by D. Rotsztain:*

*That the Toronto Public Library Board:*

- 1. confirms the minutes of the September 24, 2018 Toronto Public Library Board meeting.*

*Carried*

**18-168 Confirmation of September 24, 2018 Toronto Public Library Board Closed Meeting Minutes**

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

*That the Toronto Public Library Board:*

- 1. confirms the minutes of the September 24, 2018 Toronto Public Library Board Closed meeting.*

*Carried*

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**18-169 Approval of Consent Agenda Items**

*Moved by Councillor Ainslie, seconded by D. Rotsztain:*

*That the Toronto Public Library Board:*

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

*Carried*

**18-170 Business Arising from the Minutes**

There were no *Business Arising from the Minutes* items at the October 29, 2018 meeting.

*Carried*

**18-171 City Librarian's Report (Received for Information by Consent)**

*That the Toronto Public Library Board:*

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

*Carried*

**18-172 Communications (Received for Information by Consent)**

There were no *Communications* items at the October 29, 2018 meeting.

**Presentations**

**18-173 Derek Moran regarding Agenda Item No. 13 – 2019-2028 Capital Budget and Plan Submission – Revised**

Derek Moran addressed the Board suggesting the use of capital budget funds to make changes at the Northern District branch to move the computers currently on the first floor to the second floor, addressing noise issues in the branch.

*Moved by D. LeBreton, seconded by Councillor Ainslie:*

*That the Toronto Public Library Board:*

- 1. receives Derek Moran's presentation regarding Agenda Item No. 13 – 2019-2028 Capital Budget and Plan Submission – Revised for information.*

*Carried*

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**Item for Information:****18-174 Toronto Public Library Board Education – North York Central Library**

Kim Huntley, Manager, North York Central Library, provided the Board with an update on recent changes at the North York Central Library. The on-going renovation, designed by Diamond Schmitt Architects, speaks to the Library's Strategic Plan commitment to transform for 21<sup>st</sup> century service excellence. Addressing the results of public consultation, spaces were developed to position the Library as a leader in providing new services, while also embracing digital technologies and supporting learning opportunities through content creation.

*Moved by R. Parry, seconded by D. LeBreton:*

*That the Toronto Public Library Board:*

1. *receives the Toronto Public Library Board Education – North York Central Library verbal report for information.*

*Carried*

**Items for Action:****18-175 2019 Operating Budget Submission – Revised**

*Moved by R. Parry, seconded by E. Svec:*

*That the Toronto Public Library Board:*

1. *approves the revised 2019 operating base budget submission of \$187.296 million net (\$206.517 million gross), which represents a \$4.903 million net (\$4.800 million gross) increase, or 2.7%, over the 2018 operating budget; and*
2. *approves the revised 2019 budget enhancements totalling \$3.815 million net and gross comprised of:*
  - 2.1 *prior year Council-approved budget enhancements comprised of two additional Youth Hub locations of \$0.260 million net and gross, including 2.0 full-time equivalents and seasonal Sunday service enhancement at eight Neighbourhood branches of \$0.208 million net and gross (full-year costing of \$0.416 million net); and*
  - 2.2 *phase 1 of the Open Hours Plan totalling \$3.347 million net and gross (full-year costing of \$5.578 million net), including 40.9 full-time equivalents, that focuses on adding Monday to Saturday service hours, Sunday service and introducing late evening hours of service.*

*Carried*

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**18-176 2019-2028 Capital Budget and Plan Submission – Revised***Moved by D. LeBreton, seconded by Councillor Ainslie:**That the Toronto Public Library Board:*

1. *approves the revised 2019-2028 capital budget and plan submission of \$21.915 million debt (\$28.830 million gross) for 2019 and \$251.234 million debt (\$472.871 million gross) over 2019-2028, comprised of:*
  - 1.1 *26 projects, as detailed in Attachment 1, totalling \$21.860 million debt (\$28.674 million gross) in 2019 and \$173.888 million debt (\$303.937 million gross) over 2019-2028, which **meets** the City debt targets; and*
  - 1.2 *nine (9) projects, as detailed in Attachment 2, totalling \$0.055 million debt (\$0.156 million gross) in 2019 and \$77.346 million debt (\$168.934 million gross) over 2019-2028 which **exceeds** the City debt targets.*

*Carried***18-177 Guildwood Branch – Award of Tender, Branch Closure and Alternate Service Plan (Approved by Consent)***That the Toronto Public Library Board:*

1. *awards the contract to the lowest bidder, BDA Inc. (formerly Brown Daniels Associates) for the construction of the new Guildwood branch, at a cost of \$1,047,200, which includes a contingency of \$95,200 [excluding Harmonized Sales Tax (HST)]; and*
2. *approves the closure of the Guildwood branch for approximately seven (7) months.*

*Carried***18-178 North York Central Library – Award of Tender – Chiller Replacements (Approved by Consent)***That the Toronto Public Library Board:*

1. *awards the contract to the lowest bidder, LCD Mechanical Inc. for the replacement of the two 200 Ton Water Chillers, at a cost of \$650,430 which includes a contingency of \$59,130 [excluding Harmonized Sales Tax (HST)].*

*Carried*

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**18-179 Intrusion Prevention Solution – Award of Contract (Approved by Consent)***That the Toronto Public Library Board:*

1. *approves the award of contract to Information Systems Architects Inc. for the supply, installation, maintenance of an Intrusion Prevention Solution for a three-year term with an option for two one-year extensions, at the Library's sole discretion, with a total value of approximately \$1,412,560, excluding Harmonized Sales Tax (HST), comprised of:*
  - 1.1 *capital implementation costs estimated at \$398,078; and*
  - 1.2 *total operating costs over 2019 to 2023 estimated at \$1,014,482.*

***Carried*****Items for Information:****18-180 Employee Engagement Survey**

Dan Keon, Director and Diana Lo, Manager, Human Resources, provided the Board with the following information regarding the Library's first Employee Engagement Survey:

- (a) The survey ran for a total of five weeks in late 2017 and early 2018.
- (b) The survey was conducted in two parts: the first section consisted of 37 questions; the second section allowed for participants to provide feedback and comments.
- (c) The questions were divided into four categories: organizational engagement, job engagement, workplace culture and teamwork, and leadership and supervision.
- (d) The overall TPL participation rate was 52.32 percent: 51 percent union staff participation and 78% management/exempt staff participation.

Highlights of the overall survey results were provided to the Board.

***Moved by R. Parry, seconded by Councillor Ainslie:***

***That the Toronto Public Library Board:***

1. *receives the Employee Engagement Survey verbal report for information.*

***Carried***

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**18-181 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**

**18-182 Closed Meeting**

At 6:45 p.m., it was:

*Moved by D. LeBreton, seconded by Councillor Hart:*

*That the Toronto Public Library Board:*

1. conducts a Closed meeting as the subject matter being considered (Naming Opportunity – Toronto Reference Library Space) involves personal matters concerning identifiable individuals.

**Carried**

At 6:54 p.m. the Board resumed its meeting in public.

**Adoption of Closed Meeting Actions – continued**

**18-183 Naming Opportunity – Toronto Reference Library Space**

*Moved by D. LeBreton, seconded by R. Parry:*

*That the Toronto Public Library Board:*

1. adopts the confidential instructions to staff in Attachment 1; and
2. authorizes the release of the name and general terms of the sponsorship arrangement, in a subsequent Board report, once negotiations are complete, appropriate approvals have been received and the public announcement planned for 2018 has been made.

**Carried**

**18-184 Adjournment**

*Moved by D. LeBreton, seconded by R. Parry:*

*That the Toronto Public Library Board:*

1. adjourns the October 29, 2018 Toronto Public Library Board meeting.

**Carried**

The meeting ended at 6:55 pm.

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