

Toronto Public Library Board

Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.

Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto

Members Present:

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

Regrets:

Ms. Dianne LeBreton

17-133 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 Huron-Wendat, the Haudenosaunee, and Mississaugas of New Credit First Nation and home to many diverse Indigenous peoples.

Mr. Carinci welcomed Councillor Jim Hart as a member of the Board, appointed during the summer as the Mayor's designate.

17-134 Declarations of Conflicts of Interest

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

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17-135 Approval of Agenda

Moved by R. Parry, seconded by Councillor Ainslie:

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

- 1. add a presentation from Gary Thompson regarding Agenda Item No. 21 – Toronto Overdose Action Plan – Toronto Public Library Response.*

Carried

17-136 Confirmation of June 19, 2017 Toronto Public Library Board Meeting Minutes

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

That the Toronto Public Library Board:

- 1. confirms the minutes of the June 19, 2017 Toronto Public Library Board meeting.*

Carried

17-137 Confirmation of June 19, 2017 Toronto Public Library Board Closed Meeting Minutes

Moved by E. Svec, seconded by S. McCarten:

That the Toronto Public Library Board:

- 1. confirms the minutes of the June 19, 2017 Toronto Public Library Board Closed meeting.*

Carried

17-138 Approval of Consent Agenda Items

Moved by Councillor Ainslie, seconded by S. McCarten:

That the Toronto Public Library Board:

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

Carried

The following item was held for further consideration:

- City Librarian's Report.

Toronto Public Library Board**Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

17-139 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the September 25, 2017 meeting.

17-140 City Librarian's Report

Moved by Councillor Doucette, seconded by A. Shah:

That the Toronto Public Library Board:

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

Carried

Councillor Doucette noted the following:

1. The Inorganic Market events held in 17 library branches in 2017 to date. It is expected that more branches will participate in 2018.
2. The upcoming green bin recycling pilot project for staff at selected branches.
3. The reopening of the Runnymede Branch after a five-month closure for renovations. Appreciation was expressed to staff for the official reopening event on September 9.

Ross Parry expressed appreciation for the Library's Indigenous initiatives.

17-141 Communications

Moved by S. McCarten, seconded by Councillor Doucette:

That the Toronto Public Library Board:

1. receives Communication (a) from Ulli S. Watkiss, City Clerk, City of Toronto to Vickery Bowles, City Librarian, Toronto Public Library dated July 11, 2017 regarding the appointment of Councillor Jim Hart as the Mayor's designate to the Toronto Public Library Board, for information.
2. receives Communication (b) from Maureen O'Reilly, President, Toronto Public Library Workers Union, Local 4948 to Toronto Public Library Board dated September 15, 2017 regarding Room Booking Incident at Richview Library on July 12, 2017.

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

Presentations**17-142 City-wide Real Estate Transformation**

Josie Scioli, Chief Corporate Officer and David Jollimore, Program Director, City-wide Real Estate Program, City of Toronto, updated the Board regarding city-wide real estate transformation to align real estate matters, including Toronto Public Library, with the new city-wide real estate model. The new model is expected to launch on January 1, 2018. The interim board for the Toronto Realty Agency includes Ron Carinci, Chair, Toronto Public Library Board.

Moved by R. Parry, seconded by S. Graham-Nutter:

That the Toronto Public Library Board:

1. *receives the presentation from Josie Scioli, Chief Corporate Officer and David Jollimore, Program, Director, City-Wide Real Estate Program, City of Toronto regarding City-wide Real Estate Transformation for information.*

Carried

17-143 Friends of Toronto Public Library

Linda Diener, Vice President and Frank Velikonja, President, Friends of Toronto Public Library addressed the Board regarding the work of the Friends at Toronto Public Library. Over the past year, the Friends have raised approximately \$162,000 for a total of more than \$2 million since 1990 by selling books withdrawn from the Library and donated by the public at two Book Ends store locations; at the North York Central Library and at the Toronto Reference Library. This achievement is accomplished entirely by volunteers. A video showcasing the recent successful Book Ends sale at the Toronto Reference Library was shown.

Moved by Councillor Doucette, seconded by L. Colley:

That the Toronto Public Library Board:

1. *receives the presentation from Linda Diener, Vice President and Frank Velikonja, President, Friends of Toronto Public Library regarding the Friends of Toronto Public Library for information; and*
2. *acknowledges and congratulates the Friends of Toronto Public Library for the extraordinary efforts of the Friends of Toronto Public Library since 1990 on behalf of the Toronto Public Library.*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

Presentations – continued**17-144 Toronto Public Library Workers Union, Local 4948 CUPE**

Maureen O'Reilly, President, Toronto Public Library Workers Union, Local 4948 CUPE addressed the Board regarding a room booking at the Richview Branch that occurred in July. She outlined the Union's disagreement with the decision to allow the room booking that occurred at the Richview Branch on the grounds that it legitimized behaviour that many people find abhorrent and disrespectful to the communities the Library serves. Ms. O'Reilly requested the Board review its Community and Event Space Rental Policy with respect to the use of Toronto Public Library meeting rooms by "alt-right" groups. She noted also the importance of Board discussion on the use of public space. Ms. O'Reilly requested that this matter be part of the agenda for the October Library Board.

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

That the Toronto Public Library Board:

- 1. receives the presentation from Maureen O'Reilly, President, Toronto Public Library Workers Union, Local 4948 CUPE regarding the Room Booking at Richview Library on July 12, 2017 for information.*

Carried

17-145 Toronto Overdose Action Plan – Toronto Public Library Response (Agenda Item No. 21)

Gary Thompson addressed the Board regarding the *Toronto Overdose Action Plan – Toronto Public Library Response*. He outlined his concerns with the staff training developed by Toronto Public Health and adopted by Toronto Public Library for the treatment of suspected cases of opioid overdose, in particular, the option of administering chest compressions only without rescue breathing.

Moved by Councillor Fragedakis, seconded by E. Svec:

That the Toronto Public Library Board:

- 1. receives the presentation from Gary Thompson regarding Agenda Item No. 21 – Toronto Overdose Action Plan – Toronto Public Library Response for information.*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

17-146 Toronto Public Library Board Education – Digital Literacy

Pam Ryan, Director, Service Development & Innovation introduced Alex Carruthers, Manager, Learning and Community Engagement; Heather Mathis, Manager, Learning, Innovation & Resource Planning; and Ab Velasco, Manager, Innovation. The Board was provided with programming and services information related to digital literacy, including an overarching framework that will be the Library's future digital literacy vision addressing the Library's service promise to customers.

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

That the Toronto Public Library Board:

1. *receives the Toronto Public Library Board Education – Digital Literacy verbal report for information.*

Carried

Items for Action:

17-147 2018 Operating Budget Submission

Howard Balter, Manager, Budget & Financial Reporting and Larry Hughsam, Director, Finance and Treasurer provided the Board with the details of the Library's base 2018 operating budget submission to the City of a 0.9% increase over 2017 and budget enhancement requests included in the submission.

Councillor Fragedakis requested information regarding branches that would be impacted by a Friday evening closure, if required. Staff will provide the information to the Board via email.

Moved by R. Parry, seconded by Councillor Doucette:

That the Toronto Public Library Board:

1. *approves the 2018 operating base budget submission of \$180.769 million net (\$200.093 million gross), which represents a \$1.662 million net (\$0.990 million gross) increase, or 0.9%, over the 2017 operating budget; and*
2. *approves budget enhancements totalling \$1.725 million net and gross comprised of: expanded Sunday service (\$0.574 million net and gross); the addition of three new Youth Hubs (\$0.390 million net and gross); funding to support a City e-learning initiative (\$0.300 million net and gross); enhancements to the successful Internet Wi-Fi hotspot lending program (\$0.300 million net and gross); and funding to advance transformational change as part of the City's Shared Services (\$0.161 million net and gross).*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

17-148 2018-2027 Capital Budget and Plan Submission*Moved by Councillor Ainslie, seconded by E. Svec:**That the Toronto Public Library Board:*

1. *approves the 2018-2027 Capital Budget and Plan submission of \$23.003 million debt (\$28.755 million gross) for 2018 and \$251.365 million debt (\$357.408 million gross) over 2018 – 2027, comprised of:*
 - 1.1 *27 projects, as detailed in Attachment 1, totalling \$21.277 million debt (\$26.842 million gross) in 2018 and \$178.755 million debt (\$264.880 million gross) over 2018-2027, which meets the City debt targets; and*
 - 1.2 *nine projects, as detailed in Attachment 2, totalling \$1.726 million debt (\$1.913 million gross) in 2018 and \$72.610 million debt (\$92.528 million gross) over 2018-2027 which exceeds the City debt targets.*

Carried**17-149 2017 Capital Budget Adjustments (Approved by Consent)***That the Toronto Public Library Board:*

1. *endorses the following cash flow deferrals and accelerations that have no impact on annual debt levels as shown in Appendix A:*
 - 1.1 *accelerate to 2017 a total of \$2.746 million gross cash flow (\$0.764 million development charges (DC) and \$1.982 million debt funding) from 2018 (\$2.391 million gross, \$1.982 million debt and \$0.409 million DC) and 2019 (\$0.355 million gross and DC) for the Multi-Branch Minor Renovation Program and the Technology Asset Management Program project; and*
 - 1.2 *defer from 2017 a total of \$2.746 million gross cash flow (\$0.764 million DC and \$1.982 million debt funding) from the Wychwood Library, Bayview-Bessarion Library, St. Clair/Silverthorn Library and Dawes Road Library projects to 2018 (\$2.391 million gross, \$1.982 million debt and \$0.409 million DC) and 2019 (\$0.355 million gross and DC);*
2. *endorses a budget adjustment to increase the 2017 capital budget by \$1.278 million gross funded by DC with no impact on annual debt levels, as shown in Appendix B, comprised of:*
 - 2.1 *an increase of \$0.300 million gross and a reduction in debt of \$0.978 million to the Albion Library project funded by an increase of \$1.278 million DC;*
 - 2.2 *an increase of \$0.978 million gross and debt to the Multi-Branch State of Good Repair project; and*
3. *authorizes staff to forward the capital budget adjustments to the City for approval.*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

17-150 Kennedy/Eglinton Branch – Lease Renewal (Approved by Consent)*That the Toronto Public Library Board:*

1. *approves a lease renewal agreement with Milord Realty Inc. for 6,713 square feet of space at 2380 Eglinton Avenue East, with the following terms and conditions:*
 - a. *a five-year term commencing on April 15, 2018 and terminating on April 14, 2023; and*
 - b. *annual base rent at \$21.00 per square foot or \$140,973.00, excluding Harmonized Sales Tax.*

Carried**17-151 Richview 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, Pre-Eng Contracting Ltd, for the interior renovation of the second floor of Richview Branch, at a cost of \$1,839,200, which includes a contingency of \$167,200 (excluding HST);*
2. *approves the closure of the Richview Branch for approximately six weeks;*
3. *approves the alternate service plan for the duration of the construction.*

Carried**17-152 Library Shelving – Award of Contract (Approved by Consent)***That the Toronto Public Library Board:*

1. *approves the award of contract to Ven-Rez Products Ltd. for the supply and installation of library shelving over the period October 2017 to November 2019 for a value of up to \$1,200,000, excluding Harmonized Sales Tax (HST).*

Carried**17-153 Employment of Relatives Policies (Approved by Consent)***That the Toronto Public Library Board:*

1. *approves the following revised employment of relatives policies:*
 - a) *Employment of Relatives of Toronto Public Library Employees;*
and
 - b) *Employment of Relatives of Toronto Public Library Board Members.*

Carried

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Items for Information:**17-154 Extended Open Hours Pilot Project – Implementation Plan***Moved by S. McCarten, seconded by E. Svec:**That the Toronto Public Library Board:*

1. receives the Extended Open Hours Pilot Project – Implementation Plan report for information.

Carried

In response to a request from Councillor Fragedakis, staff will contact the Councillor's office to inquire regarding participating in local community safety meetings to acquire feedback from community partners, including police, around ensuring the safety of customers during the pilot project.

17-155 City of Toronto's Agency Governance Review*Moved by S. McCarten, seconded by L. Colley:**That the Toronto Public Library Board:*

1. receives the City of Toronto's Agency Governance Review report for information.

Carried**17-156 Toronto Overdose Action – Toronto Public Library Response***Moved by S. McCarten, seconded by Councillor Doucette:**That the Toronto Public Library Board:*

1. receives the Toronto Overdose Action – Toronto Public Library Response report for information.

Carried

Councillor Fragedakis requested information regarding the number of staff who have received the mandatory opioid training at the Library and their branch locations across the system. Staff will provide the information to the Board via email.

In response to a question from Councillor Doucette, Pam Ryan, Director, Service Development & Innovation advised that Toronto Public Health will be contacted to determine the best approach in the treatment of suspected cases of opioid overdose.

Toronto Public Library Board

Meeting No. 7: Monday, September 25, 2017, from 6:00 p.m. to 8:15 p.m.

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17-157 Extended Authority (*Received for Information by Consent*)

That the Toronto Public Library Board:

1. receives the Extended Authority report for information.

Carried

17-158 Operating Budget Monitoring Report – June 30, 2017 (*Received for Information by Consent*)

That the Toronto Public Library Board:

1. receives the Operating Budget Monitoring Report – June 30, 2017 report for information.

Carried

17-159 Capital Budget Monitoring Report – June 30, 2017 (*Received for Information by Consent*)

That the Toronto Public Library Board:

1. receives the Capital Budget Monitoring Report – June 30, 2017 report for information.

Carried

17-160 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

17-161 Adjournment

Moved by Councillor Ainslie, seconded by S. McCarten:

That the Toronto Public Library Board:

1. adjourns the September 25, 2017 Toronto Public Library Board meeting.

Carried

The meeting ended at 8:15 p.m.

Signed: _____