

Toronto Public Library Board

Meeting No. 5: Tuesday, May 21, 2019, from 6:05 p.m. to 8:00 p.m.

North York Central Library, Auditorium, 5120 Yonge Street, Toronto

Members Present:

Ms. Sue Graham-Nutter (Chair)

Mr. Strahan McCarten (Vice Chair)

Ms. Andrea Geddes Poole

Mr. Jonathan Hoss

Ms. Jennifer Liu

Councillor Gord Perks

Mr. Alim Remtulla

Regrets:

Councillor Paul Ainslie

Mr. Fenton Jagdeo

Mr. Harry Orbach-Miller

19-090 Call to Order

Sue Graham-Nutter called the meeting to order at 6:05 pm.

Ms. Graham-Nutter gratefully acknowledged that the North York Central 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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19-091 Declarations of Conflicts of Interest

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

19-092 Approval of Agenda

An *Operating and Capital Budgets – Update* verbal report was requested to be added to the agenda by Vickery Bowles, City Librarian, as an Urgent Matter for the reason of Prudent Management under the Board's Procedural By-law – Section 15. A two-thirds vote of approval of all Board members present for introduction of the item was required.

Moved by J. Hoss, seconded by S. McCarten:

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

- 1. add an Operating and Capital Budgets – Update verbal report for information as an Urgent Matter for the reason of Prudent Management under Section 15 of the Toronto Public Library Board's Procedural By-law.*

Carried unanimously

Additional changes were requested to the agenda to ensure all Board members were in attendance at the meeting for the *Operating and Capital Budgets – Update* verbal report.

Moved by A. Remtulla, seconded by Councillor Perks:

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

- 1. move the North York Central Library presentation under Agenda Item No. 1 – Call to Order to immediately before the Biblio Bash – Update verbal report; and*
- 2. move the Operating and Capital Budget – Update verbal report to immediately before the Purchasing Policy.*

Carried

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19-093 Confirmation of April 12, 2019 City Librarian's Performance Review Committee Meeting Minutes

The following revision to the minutes was noted:

1. on page 2 between 19-007 and 19-008: 11:45 p.m. was changed to 11:45 a.m.

Moved by J. Hoss, seconded by S. McCarten:

That the Toronto Public Library Board:

1. *confirms the minutes of the April 12, 2019 City Librarian's Performance Review Committee meeting as revised.*

Carried

19-094 Confirmation of April 12, 2019 City Librarian's Performance Review Committee Closed Meeting Minutes

The following revision to the minutes was noted:

1. on page 1, Recommendation 2: "effective 2018" was changed to "effective 2019" in two places.

Moved by J. Hoss, seconded by J. Liu:

That the Toronto Public Library Board:

1. *confirms the minutes of the April 12, 2019 City Librarian's Performance Review Committee Closed meeting as revised.*

Carried

19-095 Confirmation of April 29, 2019 Toronto Public Library Board Meeting Minutes

Moved by J. Hoss, seconded by A. Remtulla:

That the Toronto Public Library Board:

1. *confirms the minutes of the April 29, 2019 Toronto Public Library Board meeting.*

Carried

19-096 Confirmation of April 29, 2019 Toronto Public Library Board Closed Meeting Minutes

Moved by S. McCarten, seconded by A. Remtulla:

That the Toronto Public Library Board:

1. *confirms the minutes of the April 29, 2019 Toronto Public Library Board Closed meeting.*

Carried

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19-097 Approval of Consent Agenda Items*Moved by J. Hoss, seconded by A. Geddes Poole:**That the Toronto Public Library Board:*

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

*Carried***19-098 Business Arising from the Minutes**

There were no *Business Arising from the Minutes* items at the May 21, 2019 meeting.

19-099 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***19-100 Communications**

The Board was asked to consider Harry Orbach-Miller's request to be excused from meetings of the Toronto Public Library Board until the end of October 2019. After discussion, it was determined the Board could not excuse Mr. Orbach-Miller's absence for the following reasons:

1. *issues around quorum and ensuring meetings can proceed as scheduled;*
2. *concerns regarding the guidelines that stipulate the number of members on the Board;*
3. *the possibility that Mr. Orbach-Miller may not be available to return to the Board after October.*

*Moved by J. Hoss, seconded by A. Remtulla:**That the Toronto Public Library Board:*

1. *does not excuse Harry Orbach-Miller's absence from five consecutive Toronto Public Library Board meetings;*
2. *receives Communication (b) from Strahan McCarten, Vice Chair, Toronto Public Library Board to Sue Graham-Nutter, Chair, Toronto Public Library Board dated May 9, 2019, advising of his resignation from the Toronto Public Library Board following the June 17, 2019 Board meeting, for information.*

Carried

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19-101 Presentations

There were no *Presentations* at the May 21, 2019 meeting.

Item for Information:**19-102 Audit Year-End Report – December 31, 2018 – Toronto Public Library Board**

Sue Graham-Nutter introduced Terri McKinnon, Partner, PricewaterhouseCoopers; Larry Hughsam, Director, Finance & Treasurer; and Wayne Lam, Manager, Accounting. Ms. McKinnon was in attendance at the meeting for discussion of the *Audit Year-End Report – December 31, 2018 – Toronto Public Library Board* and the *2018 Audited Financial Statements – Toronto Public Library Board* report.

As required, Ms. McKinnon asked if there was awareness by the Board relating to:

1. any incidences of fraud that would impact the financial statements; and
2. any conflicts that need to be reflected.

On behalf of the Board, Sue Graham-Nutter responded in the negative to both questions.

Moved by J. Hoss, seconded by A. Geddes Poole:

That the Toronto Public Library Board:

1. *receives the Audit Year-End Report – December 31, 2018 – Toronto Public Library Board for information.*

Carried

Item for Action:**19-103 2018 Audited Financial Statements – Toronto Public Library Board**

Larry Hughsam, Director, Finance & Treasurer, reviewed highlights of the report for the Board.

Moved by S. McCarten, seconded by J. Liu:

That the Toronto Public Library Board:

1. *approves the 2018 audited financial statements of the Toronto Public Library Board, appended as Attachment 1.*

Carried

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Item for Information:**19-104 Operating and Capital Budgets – Update**

The following information was provided to the Board by Larry Hughsam:

Bill 108 (More Homes, More Choice Act, 2019)

- (a) The Omnibus Bill, introduced by the Province, proposes to amend 13 statutes contained in a number of acts, including the Development Charges Act, 1997;
- (b) Commenting on changes to the bill closes on June 1, 2019;
- (c) Bill 108 also updates the Growth Plan (2017) with The Place to Grow; Growth Plan for Greater Golden Horseshoe, 2019;
- (d) The central objective of the bill is to accelerate housing developments;
- (e) The proposed changes will significantly impact the:
 - i. City's financial situation;
 - ii. capacity to provide community facilities, including libraries;
 - iii. evaluation of development applications for public consultation and heritage conservation;
- (f) This proposed approach diverges from the previous "growth pays for growth" approach to development and is expected to impact existing service level standards for community benefits;
- (g) On May 14, 2019, City of Toronto Council approved 38 recommendations focused on the review process and the implementation time relating to the impact of Bill 108;
- (h) The potential impact to TPL includes:
 - i. the Library's reliance on Development Charges funding for funding library growth and renewal as well as online library services and collections;
 - ii. library materials would be excluded from Development Charges calculations with a \$4M operating budget impact;
 - iii. the Library's capital funding from Development Charges and Section 37 would be replaced with the proposed new Community Benefits Charge. No details of the Community Benefits Charge are available.

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Operating and Capital Budgets – Update – continued**Impact of 2019 Provincial Budget on City of Toronto**

- (a) The Province is proposing \$177.6M in reductions to the City's budget, including \$153.6M in operating funding reductions to Toronto Public Health, Children's Services and Toronto Paramedic Services;
- (b) These funding changes occur immediately and impact the 2019 City and Toronto Public Library budgets approved in March;
- (c) The City has requested the Province reverse all cuts for 2019 and work together to review funding in 2020 and beyond;

An update will be provided to the Board at the June 2019 meeting.

Motions:

See the following:

Moved by S. McCarten, seconded by A. Remtulla:

That the Toronto Public Library Board:

1. receives the Operating and Capital Budgets – Update verbal report for information; and
2. requests the City Librarian keeps the Library Board Chair informed regarding ongoing budget discussions with the Province and the City.

Carried as amended

Moved by S. McCarten, seconded by A. Remtulla:

That the Toronto Public Library Board:

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

Amended

Moved in amendment by Councillor Perks, seconded by A. Remtulla:

That the Toronto Public Library Board:

1. requests the City Librarian keeps the Library Board Chair informed regarding ongoing budget discussions with the Province and the City.

Carried

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Items for Action:**19-105 Purchasing Policy**

Larry Hughsam, Director, Finance & Treasurer, reviewed highlights of the report for the Board.

Moved by J. Hoss, seconded by J. Liu:

That the Toronto Public Library Board:

1. *approves the proposed new Purchasing Policy, as set out in Attachment 1 of this report;*
2. *repeals the existing Procurement Processes Policy, as set out in Attachment 2 of this report; and*
3. *repeals the policy on Exclude Bids from External Parties Involved in the Preparation or Development of a Specific Call/Request, as set out in Attachment 3 to this report, as it is now included in the Supplier Code of Conduct in the Purchasing Policy.*

Carried

19-106 Financial Control Policy – Revised

Moved by J. Liu, seconded by A. Geddes Poole:

That the Toronto Public Library Board:

1. *approves the revised Financial Control Policy as set out in Attachment 1.*

Carried

19-107 Bayview Branch – Lease Extension (*Approved by Consent*)

That the Toronto Public Library Board:

1. *endorses a lease extension agreement with bcIMC Realty Corporation for the premises occupied by the Bayview branch, Unit 123A in the Bayview Village Shopping Centre for a one (1) year term to commence on February 1, 2020 and terminate on January 31, 2021, substantially on terms and conditions set out in Appendix A;*
2. *authorizes the City Librarian to act on its behalf to seek City approvals and execute the lease and related documentation.*

Carried

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Items for Information:**Call to Order** – continued**19-108 North York Central Library**

Moe Hosseini-Ara, Director, Branch Operations & Customer Experience introduced Kim Huntley, Manager, North York Central Library. Ms. Huntley provided a presentation regarding the history of the North York Central Library, including information concerning the programs and services in the branch and its engagement with the community.

Ms. Huntley introduced Joel Harris, Romy Rewald and Offek Gross, North York Central Library customers in attendance to provide personal perspectives regarding their use of the branch.

Joel Harris outlined his appreciation for the staff and services at the branch, in particular, for his use of the digital spaces.

Romy Rewald summarized the ways in which the library assists in her role as a therapist at the Shining Through Centre for Autism. She noted Toddler Time as having special impact on her students.

Offek Gross spoke regarding her use of the branch as a newcomer to improve language skills. Ms. Gross is a member of North York Central Library's Youth Advisory Group.

Sue Graham-Nutter thanked the presenters for sharing their experiences and expanding the Board's understanding of the Library's impact on customers.

Moved by A. Remtulla, seconded by S. McCarten:

That the Toronto Public Library Board:

- 1. receives the North York Central Library verbal presentation for information.*

Carried

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19-109 Biblio Bash – Update

Jennifer Jones, President, Toronto Public Library Foundation, introduced Moira Dossetor, Vice President, Philanthropy and Tracy Finkelstein, Director, Marketing and Communications.

Mrs. Jones and Ms. Finkelstein reported on the success of the recently held Biblio Bash at the Toronto Reference Library. A total of \$747,000 was raised through sponsorship, tables and tickets purchases, and onsite donations. Next year's Biblio Bash is scheduled to take place on April 23.

Moved by A. Geddes Poole, seconded by S. McCarten:

That the Toronto Public Library Board:

- 1. receives the Biblio Bash – Update verbal report for information.*

Carried

19-110 Accounts Written-off in 2018

Moved by Councillor Perks, seconded by J. Liu:

That the Toronto Public Library Board:

- 1. receives the Accounts Written off in 2018 report for information.*

Carried

19-111 Intellectual Freedom Challenges – 2018 Annual Report (Received for Information by Consent)

That the Toronto Public Library Board:

- 1. receives the Intellectual Freedom Challenges – 2018 Annual Report for information.*

Carried

19-112 2018 Grants (Received for Information by Consent)

That the Toronto Public Library Board:

- 1. receives the 2018 Grants report for information.*

Carried

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19-113 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

19-114 Adjournment

Moved by J. Hoss, seconded by A. Remtulla:

That the Toronto Public Library Board:

1. adjourns the May 21, 2019 Toronto Public Library Board meeting.

Carried

The meeting ended at 8:00 pm.

Signed: _____