

Toronto Public Library Board

Meeting No. 4: Monday, April 26, 2021, from 6:00 p.m. to 8:19 p.m.

Via Webex and Teleconference

Members Present:

Sue Graham-Nutter

Alim Remtulla

Jonathan Hoss

Councillor Paul Ainslie

Jennifer Liu

Alison Menary

Councillor Gord Perks

Andrea Geddes Poole

Regrets:

Sarwar Choudhury

21-063 Call to Order

Sue Graham-Nutter, Chair, called the meeting to order at 6:02 p.m. and introduced Vickery Bowles, City Librarian.

Vickery gratefully acknowledged that while the meeting is taking place via tele/video conference, it is important to acknowledge that the land on which Toronto Public Library is located is Indigenous. 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 Credit First Nation. Toronto Public Library gratefully acknowledges these Indigenous nations for their guardianship of this land. Vickery reminded and reaffirmed as Torontonians and Canadians, accountability to these Indigenous nations, and to all Indigenous peoples and communities living in Toronto.

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Call to Order – continued

Vickery 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.

21-064 Declarations of Conflicts of Interest

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

21-065 Approval of Agenda

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

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

1. add a Presentation from Peter Holleley regarding Agenda Item No. 12 – Advocacy Policy
2. add a Presentation from Leon Willems regarding Agenda Item No. 16 – COVID-19 Emergency Response – Update.

21-066 Confirmation of March 22, 2021 Toronto Public Library Board Meeting Minutes

Moved by Alison Menary, **seconded by** Andrea Geddes Poole:

That the Toronto Public Library Board:

1. confirms the minutes of the March 22, 2021 Toronto Public Library Board meeting.

Carried

21-067 Approval of Consent Agenda Items

Moved by Jonathan Hoss, **seconded by** Alim Remtulla:

That the Toronto Public Library Board:

1. approves the consent agenda.

Carried

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21-068 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the April 26, 2021 meeting.

Carried

21-069 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

21-070 Communications (*Received for Information by Consent*)

That the Toronto Public Library Board:

1. receives Communication (a) from Sue Graham-Nutter, Chair, Toronto Public Library Board to the Hon. Carla Qualtrough, Minister of Employment, Workforce Development and Disability Inclusion, dated April 07, 2021, as an example of a letter sent to federal ministries to support the CELA and NNELS public advocacy campaign;
2. receives Communication (b) from Sue Graham-Nutter, Chair, Toronto Public Library Board to Mr. Adam Vaughan, M.P., dated April 07, 2021, as an example of a letter sent to 24 local M.P.s to support the CELA and NNELS public advocacy campaign.

Carried

Presentations

21-071 Agenda Item No. 12 - Toronto Public Library Board – Advocacy Policy

Peter Holleley addressed the Board summarizing his written submission; in particular, supporting the introduction of an Advocacy Policy and urging the Board to discuss the it thoroughly before approvals.

Agenda Item No. 16 – COVID-19 Emergency Response - Update

Leon Willems addressed the Board and expressed his deep concern about the current state of the COVID-19 pandemic, particularly the reports of new

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variants circulating. He urged the Board to close the Library to protect its staff.

Moved by Councillor Paul Ainslie, **seconded by** Jennifer Liu

That the Toronto Public Library Board:

1. receives the presentation from Peter Holleley regarding Agenda Item No. 12 - Advocacy Policy for information.
2. receives the presentation from Leon Willems regarding Agenda Item No. 16 - COVID-19 Emergency Response – Update for information.

Carried

21-072 Toronto Public Library Board Education – Update on TPL’s Advocacy Efforts

Sue Graham-Nutter introduced Elizabeth Glass, Director, Policy, Planning and Performance Management, and Linda Hazzan, Director, Communications, Programming & Customer Engagement who made a presentation.

Elizabeth and Linda shared information on advocacy at TPL, focusing on five different areas for successful advocacy:

- Brand & reputation
- A well-articulated and demonstrated value proposition
- A clear set of priorities and outcomes
- Research and consultation
- Community & stakeholder engagement and support

The presentation also shared past examples of successful TPL advocacy, and identified potential opportunities for future TPL advocacy.

Moved by Andrea Geddes Poole, **seconded by** Jonathan Hoss:

That the Toronto Public Library Board:

1. receives the Toronto Public Library Board Education – update on TPL’s advocacy efforts presentation for information.

Carried

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Items for Action:**21-073 Membership, Circulation and Collection Use Policy – Update**

Shawn Mitchell, Director, Collections and Membership Services, reviewed highlights of the report for the Board, explaining that revisions to the Membership, Circulation and Collection Use Policy approve the elimination of children's fines.

The Board expressed their appreciation for this initiative, with Sue Graham-Nutter thanking Councillor Ainslie and Councillor Perks for their support at City Council.

Moved by Alim Remtulla, seconded by Councillor Gord Perks:

That the Toronto Public Library Board:

- 1. approves the revised Membership, Circulation and Collection Use Policy that reflects the permanent elimination of all overdue fines on material borrowed on children's library cards, appended as Attachment 1; and*
- 2. approves the write-off of outstanding overdue fines on children's cards with an estimated value of \$150,000.*

Carried

21-074 Advocacy Policy

Elizabeth Glass reviewed highlights of the report for the Board, explaining that the Advocacy Policy reflects a refreshed approach to advancing the Library's strategic objectives.

Moved by Jonathan Hoss, seconded by Andrea Geddes Poole:

That the Toronto Public Library Board

- 1. approves the Advocacy Policy in Attachment One; and*
- 2. directs Library staff to implement the Advocacy Policy and bring appropriate advocacy opportunities to the Library Board as required.*

Carried

21-075 York Woods Branch Renovation – Increase to Construction Contract and Capital Budget Adjustment

Alyssa van Graft, Director, Transformational Projects, reviewed highlights of the report for the Board and answered questions about the impact of external factors on construction.

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

That the Toronto Public Library Board

1. *approves a \$1.646 million increase to the construction contract with BDA Inc. for the York Woods Branch Renovation, for a total of \$11.044 (excluding HST);*
2. *endorses an increase to the total project cost of the York Woods Branch Renovation project of \$2.065 million gross, funded by \$0.301 million of development charges and \$1.764 million from the Multi-branch renovation project, with funding details as show on Attachment 1; and*
3. *authorizes staff to seek City of Toronto approval for the budget adjustment in Recommendation 2.*

21-076 2020 and 2021 Enterprise Balanced Scorecards

Alyssa van Graft and Joseph Lalonde, Manager, Data & Analytics, reviewed highlights of the report for the Board, reflecting on progress made in 2020 and looking ahead to objectives for 2021.

Moved by Alim Remtulla, **seconded by** Alison Menary:

That the Toronto Public Library Board

1. *receives the year-end results of the 2020 enterprise balanced scorecard as outlined in Attachment 1;*
2. *approves the 2021 enterprise balanced scorecard as outlined in Attachment 1;*
3. *directs staff to implement the 2021 enterprise balanced scorecard; and,*
4. *directs staff to provide a progress update using red-yellow-green status on the 2021 enterprise balanced scorecard in Quarter 3, 2021 and year-end results in Quarter 2, 2022.*

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Items for Information:

21-077 2020 Public Service Statistics, Trends and Comparisons

Angela Copeland, Director, Digital Strategy and CIO, and Joseph Lalonde reviewed highlights of the report for the Board.

Moved by Alim Remtulla, seconded by Jennifer Liu:

That the Toronto Public Library Board

1. *receives the 2020 Public Service Statistics, Trends and Comparisons report for information.*

Carried

21-078 COVID-19 Emergency Response - Update

Vickery Bowles reviewed highlights of the report for the Board.

Moved by Andrea Geddes Poole, seconded by Alim Remtulla:

That the Toronto Public Library Board:

1. *receives the COVID-19 Emergency Response - Update report for information.*

Carried

21-079 COVID-19 Impact Report – 2020 Year in Review

Angela Copeland and Joseph Lalonde reviewed highlights of the report for the Board.

Moved by Andrea Geddes Poole, seconded by Alison Menary:

That the Toronto Public Library Board:

1. *receives the COVID-19 Impact Report – 2020 Year in Review report for information.*

Carried

21-080 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

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21-081 Closed Meeting

At 7:30 p.m., it was:

Moved by Andrea Geddes Poole, **seconded by** Jennifer Liu:**That** the Toronto Public Library Board:

1. conducts a Closed meeting as the subject matter being considered (City Librarian's 2020 and 2021 Performance Review) involve personal matters concerning an identifiable individual – Public Libraries Act, R.S.O. 1990, Chapter P. 44, s. 16.1(4).

At 8.13 p.m. the Board resumed its meeting in public.

21-082 Adoption of Closed Meeting Action:**City Librarian's Annual Performance Review Committee:****City Librarian's 2020 and 2021 Performance Review****Moved by** Jennifer Liu, **seconded by** Andrea Geddes Poole:**That** the Toronto Public Library Board:

1. receives the confidential report from staff for action;
2. approves the recommendations in Confidential Attachment 1;
3. approves the recommendations and information in Confidential Attachment 1 will not be made public, as it is about labour relations or employee negotiations;
4. acknowledges that TPL's management and staff have performed in an exemplary way through an incredibly challenging set of circumstances created by the pandemic; and
5. refers the findings of the 2020-2021 City Librarian's Performance Review to the 2021-2022 City Librarian's Performance Review Committee.

Carried as amended**Moved by** Jennifer Liu, **seconded by** Andrea Geddes Poole:**That** the Toronto Public Library Board:

1. receives the confidential report from staff for action;
2. approves the recommendations in Confidential Attachment 1; and
3. approves the recommendations and information in Confidential Attachment 1 will not be made public, as it is about labour relations or employee negotiations.

Amended

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Moved in amendment by Jonathan Hoss, ***seconded by*** Alim Remtulla

That the Toronto Public Library Board:

1. *acknowledges that TPL's management and staff have performed in an exemplary way through an incredibly challenging set of circumstances created by the pandemic; and*
2. *refers the findings of the 2020-2021 City Librarian's Performance Review to the 2021-2022 City Librarian's Performance Review Committee.*

Carried

21-083 Adjournment

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

That the Toronto Public Library Board:

1. *adjourns the April 26, 2021 Toronto Public Library Board meeting.*

Carried

The meeting ended at 8:19 p.m.

Signed: _____