



STAFF REPORT ACTION REQUIRED

9.

Selection of Committee, Task Force, Working Group and Association Members - 2007

Date:	April 16, 2007
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to appoint Board member representatives to the Toronto Public Library Board's various committees, task forces, working groups and associations for 2007.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. Appoint Library Board member representatives to the Employee and Labour Relations Committee, Budget Working Group, Strategic Planning Steering Committee, City Librarian's Annual Performance Review, *Toronto Public Library Celebrates Reading Award* Nomination Committee, and Federation of Ontario Public Libraries.

Implementation Points

Library Board members will be contacted as the need for meetings arises.

FINANCIAL IMPACT

There is no financial impact associated with this report.

ISSUE BACKGROUND

Usually, the appointment of members to the Board's committees etc. takes place at the "first meeting" of the Board in the calendar year. "First meeting" is defined in the Board's Procedural By-law as the first meeting of the new Board following its appointment by Council after a municipal election; in other years, the first meeting of the

Board in the calendar year. This year, with the very recent appointment of new citizen representatives to the Board, it was decided to allow an extra month of orientation for new Board members before considering participation.

COMMENTS

The proposed process for Board members is to identify their interest in participating in the committees outlined below at the April 16th Board meeting. If there are more names than positions available, the Chair and Vice Chair of the Board will be asked to review the names and assign individuals to committees in consultation with Board members.

Internal Board Committees/Working Groups:

Committee/Working Group	Background Information
Employee and Labour Relations	<p>Membership in the Committee is comprised of five (5) members of the Library Board. The Chair of the Board is an ex officio voting member of the Committee.</p> <p>The Committee is expected to meet at least four times a year; in January, April, September and November. The meetings are expected to take place at the Toronto Reference Library.</p> <p>The mandate of the Committee is to:</p> <ul style="list-style-type: none"> • Receive regular updates on labour relations and related human resources issues; • Review matters referred to the Committee by the Library Board; • Provide guidance to staff on labour relations and related human resources matters. <p>All meetings of the Committee are open to the public.</p>
Budget	<p>Membership in the working group includes the Chair, Vice-Chair, one citizen representative and one councillor representative to provide direction and guidance to designated staff during the 2007/2008 budget process.</p> <p>The Library's 2007 – 2011 capital budget received final adoption at the March 26, 2007 Library Board meeting. Meetings in connection with the 2007 capital budget are not expected.</p> <p>The process for City Council approval of the Library's 2007 operating budget is continuing with final Council approval expected on April 20 – 23. Meetings of the Budget Working Group may be required before final Council approval of the operating budget. Meetings are infrequent and usually approximately one hour; however, notice can be quite short. Meetings are held during the day at the Toronto Reference Library or at Toronto City Hall.</p>

Committee/Working Group	Background Information
	<p>The Budget Working Group will begin meeting in the fall of 2007 for the 2008 operating and capital budget process.</p>
<p>Strategic Planning</p>	<p>The Strategic Planning Working Group provides leadership and direction to the strategic planning process for 2008 – 2011.</p> <p>Board membership in the Committee includes the Chair, Vice Chair and one or more additional Board representatives.</p> <p>Meetings will be scheduled as necessary, and will be developed in consultation with the Working Group.</p>
<p>City Librarian's Annual Performance Review</p>	<p>Membership in the Committee includes a minimum of three Board members, including the Chair and Vice-Chair. Other Board members wishing to provide input may do so in writing.</p> <p>Participation in this Committee will not be required until early 2008.</p> <p>It usually involves participation in one meeting to take place during the day at the Toronto Reference Library.</p>
<p><i>Toronto Public Library Celebrates Reading Award Nomination</i></p>	<p>The Toronto Public Library Board approved the creation of an annual award, <i>Toronto Public Library Celebrates Reading Award</i>, in 2001. The purpose of the Award is to:</p> <ul style="list-style-type: none"> • Raise the profile of the Toronto Public Library • Raise the profile of literacy • Raise the profile of Canadian literature <p>A small Committee of staff and a Board representative meets for a short period each year to review possible candidates.</p>
<p>Toronto Public Library Foundation</p>	<p>The Toronto Public Library Foundation Board designates a member of the Library Board, usually the Chair, to the Foundation Board as an ex-officio voting Director.</p> <p>A request for Library Board participation is pending from the Foundation Board.</p>

External Library Associations:

Federation of Ontario Public Libraries	<p>The Federation of Ontario Public Libraries has been established to enhance and improve library services in the Province of Ontario by creating a new capacity for change and a framework for collaborative action.</p> <p>The Foundation's four primary roles are research, marketing, advocacy and consortia purchasing.</p> <p>The Federation's governing board was elected in February. The governing board is comprised of seven caucuses broadly representative of libraries by size, geography or service focus. The seven caucuses are comprised of 22 directors. The Toronto Public Library Board is apportioned four directors in the Toronto caucuses of the Federation to include the:</p> <ul style="list-style-type: none">• City Librarian;• Director, Research and Reference;• Board Chair (or designate); and• Board member. <p>Meetings are held approximately six times a year, during the day, at the Toronto Reference Library, and are approximately two hours in length.</p>
Ontario Library Boards' Association	<p>The Ontario Library Boards' Association (OLBA), an association of the Ontario Library Association, serves the more than 1,200 trustees who are members of public library boards in Ontario. The OLBA acts as an advocate for library boards across Ontario, defending the value of citizen-based governance and the need for adequate funding of library services.</p> <p>Toronto Public Library Board's participation in OLBA is currently under review. There is no need to appoint a Board representative at this time.</p>

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SIGNATURE

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ATTACHMENTS

Attachment 1: Toronto Public Library – Committee, Task Force, Working Group and Association Members - 2007 – List