



MINUTES

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Toronto Public Library Board – Strategic Plan Performance Measures Committee
Meeting No. 4: Monday, November 7, 2016 from 5:30 p.m. to 6:00 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Members Present:

Mr. Ron Carinci
Ms. Lindsay Colley
Ms. Archana Shah
Ms. Sue Graham-Nutter

Regrets:

Ms. Dianne LeBreton (Chair)

SPPM Call to Order

16-028 Vickery Bowles called the meeting to order at 5:30 p.m. Ms. Bowles advised that Dianne LeBreton, committee chair, was unexpectedly unable to attend the meeting. An election of an acting chair was required.

SPPM Declarations of Conflict of Interest

16-029 There were no Declarations of Conflict of Interest by members of the Strategic Plan Performance Measures Committee.

SPPM Approval of Agenda

16-030 *Moved by R. Carinci:*

That the Strategic Plan Performance Measures Committee approves the agenda as revised to:

- 1. elect an Acting Chair for the November 7, 2016 meeting in the absence of the Committee Chair.*

Carried

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SPPM Election of Acting Chair

16-031 Vickery Bowles called for nominations for the Acting Chair of the Strategic Plan Performance Measures Steering Committee.

Moved by R. Carinci:

That:

1. *Sue Graham-Nutter be nominated for Acting Chair.*

Carried

Sue Graham-Nutter agreed to stand for election.

There being no further nominations, it was:

Moved by R. Carinci:

That the Strategic Plan Performance Measures Committee:

1. *closes nominations.*

Carried

Vickery Bowles declared Sue Graham-Nutter duly elected Acting Chair of the Strategic Plan Performance Measures Committee by acclamation.

Sue Graham-Nutter assumed the Chair.

SPPM Confirmation of September 20, 2016 Strategic Plan Performance Measures
16-032 Committee Meeting Minutes

Moved by R. Carinci:

That the Strategic Plan Performance Measures Committee:

1. *confirms the Minutes of the September 20, 2016 Strategic Plan Performance Measures Committee.*

Carried

SPPM Business Arising from the Minutes

16-033 There were no *Business Arising from the Minutes* items at the November 7, 2016 Strategic Plan Performance Measures Committee meeting.

SPPM Communications

16-034 There were no Communications items at the November 7, 2016 Strategic Plan Performance Measures Committee meeting.

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SPPM Presentations

16-035 There were no public presentations at the November 7, 2016 Strategic Plan Performance Measures Committee meeting.

Item for Approval:

SPPM Strategic Plan 2016-2019: Accountability Framework, Reporting Tools and Key
16-036 Performance Indicators

Elizabeth Glass, Director, Policy, Planning & Performance Management, responded to questions from committee members.

Moved by L. Colley:

That the Strategic Plan Performance Measurement Committee:

1. *endorses the Strategic Plan accountability framework as outlined in the flowchart (Attachment 1);*
2. *endorses the logic model examples that will be used as templates for developing a logic model for each strategic priority (Attachments 2 and 3);*
3. *endorses the balanced scorecard and recommended key performance indicators for the Board's monitoring and assessment of the Strategic Plan's progress (Attachment 4).*

Carried

Staff were directed to provide Board members with an overview of the accountability framework for the Strategic Plan with the tools, KPIs and the reporting timelines.

SPPM Adjournment

16-037 ***Moved by L. Colley:***

That the Strategic Plan Performance Measures Committee:

1. *adjourns the November 7, 2016 Strategic Plan Performance Measures Committee meeting.*

Carried

The meeting ended at 6:00 p.m.

Signed: _____