



13b.

MINUTES

Page 1

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 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 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

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: _____