



STAFF REPORT ACTION REQUIRED

14.

Toronto Public Library Board – 2019 Meeting Dates and Locations Schedule

Date:	January 21, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

This report provides the dates and locations for Toronto Public Library Board meetings in 2019 for approval by the Toronto Public Library Board as required by the Board's Procedural by-law.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the Toronto Public Library Board 2019 meetings and locations schedule.

FINANCIAL IMPACT

There is no financial impact arising from the information in this report.

The Director, Finance and Treasurer has reviewed this financial impact statement and agrees with it.

ISSUE BACKGROUND

Section 16(1) of the *Public Libraries Act* requires that a board shall hold regular meetings once a month for at least ten months each year.

In accordance with the Toronto Public Library Board Procedural By-law, the schedule of Board meetings for the year is approved each year at the First Meeting. The first meeting of the Board is defined as: *After a municipal election, the first meeting of the new Board following its appointment by Council. In other years, the first meeting of the Board in the calendar year.*

The Board is usually provided with the proposed meeting schedule in the fall for information to assist Board members and staff in making long-range plans, when the City's meeting schedule for Council and its Committees is published. In an election year, this practice is delayed until after the first meeting of Council, usually in early December. In 2018, the City schedule was not available until after the Board's December meeting.

The City's meeting schedule for Council and its Committees allows time for the City's special committees, agencies and special purpose bodies to schedule their own meetings. The Board's 2019 schedule provides for the requirement to hold regular meetings once a month for at least ten months each year.

At the September 23, 2013 meeting, the Board approved the scheduling of two Board meetings in alternate branches to the Toronto Reference Library (TRL), locating meetings in each of the four quadrants of the city over the course of a two-year period.

COMMENTS

The following dates, start times and locations are proposed for meetings of the Toronto Public Library Board in 2019:

Date	Time	Location	Date	Time	Location
Monday Jan. 21	6:00 p.m.	TRL	Monday Jun. 17	6:00 p.m.	TRL
Monday Feb. 25	6:00 p.m.	TRL	Monday Sep. 23	6:00 p.m.	TRL
Monday Mar. 25	6:00 p.m.	TRL	Monday Oct. 21	6:00 p.m.	S. Walter Stewart branch
Monday Apr. 29	6:00 p.m.	TRL	Monday Nov. 25	6:00 p.m.	TRL
Tuesday May 21	6:00 p.m.	North York Central Library	Monday Dec. 16	6:00 p.m.	TRL

The City Council 2019 Proposed Schedule of Meetings was used to establish the Toronto Public Library Board Meeting Schedule for 2019.

In May, the proposed May 21st meeting is scheduled on a Tuesday due to the Victoria Day holiday on Monday, May 20th.

CONTACT

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SIGNATURE

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