



15.

To: Toronto Public Library Board – December 15, 2003

From: City Librarian

Subject: **Toronto Public Library Board Meeting Schedule and Location – 2004**

Purpose:

To establish a schedule and location for meetings of the Toronto Public Library Board in 2004.

Funding Implications and Impact Statement:

Not applicable.

Recommendations:

It is recommended that the Toronto Public Library Board:

- (1) meet on the following Mondays in 2004 at 6:00 p.m.:
 - January 19
 - February 23
 - March 29
 - April 19
 - May 10
 - June 14
 - July 12 (if required)
 - September 20
 - October 18
 - November 15
 - December 6
- (2) determine a location for Library Board meetings until the Council-appointed 2004 – 2006 Toronto Public Library Board is in place.

Background:

Schedule of Library Board Meetings:

S16(1) of the Public Libraries Act states:

“A board shall hold regular meetings at least once monthly from January to June and from September to December, both inclusive and at such other times as it considers necessary.”

Location of Library Board Meetings:

At its meeting on January 27, 2003, the Library Board agreed that meetings of the Board would be held at City Hall in 2003. The decision concerning the location of Library Board meetings in 2004 was deferred until the Council-appointed 2004 – 2006 TPL Board will be in place.

Comments:

Schedule of Library Board Meetings:

The Schedule of Meetings – City of Toronto Council, Standing Committees, Community Councils and Other Committees for 2004 was used to establish the Toronto Public Library Board Meeting Schedule in 2004.

The selected dates fall within the weeks set aside by the City for meetings of ABCs with the following exceptions:

- March: Due to the two-week March Break period, no week has been set aside for meetings of ABCs in March; the date of **March 29** is proposed.
- April: Due to the budget approval process at the City, no week has been set aside for meetings of ABCs in April; the date of **April 19** is proposed.
- December: No week has been set aside for meetings of ABCs in December; the date of **December 6** is proposed.

Location of Library Board Meetings:

The appointment of citizen members to the Board is not expected to receive Council approval until March 2004 at the earliest. The location of Board meetings in January, February, March and possibly April 2004 at either the Toronto Reference Library, 789 Yonge Street or at Toronto City Hall, 100 Queen Street, needs to be decided by the interim Board.

Conclusion:

Once approved, the dates and location of Library Board meetings in 2004 will be publicized for interested parties.

Contact:

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Josephine Bryant
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List of Attachments:

Not applicable.