



## STAFF REPORT ACTION REQUIRED

16.

### Toronto Public Library Board – 2015 Meeting Dates and Locations Schedule

<b>Date:</b>	December 15, 2014
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	Acting City Librarian

#### **SUMMARY**

This report provides the dates and locations for Toronto Public Library Board meetings in 2015 for approval.

#### **RECOMMENDATIONS**

**The Acting City Librarian recommends that the Toronto Public Library Board:**

1. waives under the Board Procedural By-law, Section 45 – *By-law amendment* by a two-thirds majority vote, the requirement under Section 15.2 – *Scheduled meetings* to approve the schedule of Board meetings for 2015 at the First Meeting; and
2. approves the Toronto Public Library Board 2015 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 is in agreement 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 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. This year, rather than provide the meeting schedule in December for information and then again in January for approval, it is recommended that the Board waive one of the Procedural By-laws as provided for in Section 45 – *By-law amendment* by a two-thirds majority vote to approve the 2015 Toronto Public Library Board meeting schedule at the December 15, 2014 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 2015 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 2015:

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
<b>Monday Jan. 19</b>	6:00 p.m.	TRL	<b>Monday Jun. 22</b>	<b>6:30 p.m.</b>	<b>North York Central Library</b>
<b>Tuesday Feb. 17</b>	6:00 p.m.	TRL	<b>Monday Sep. 21</b>	<b>6:30 p.m.</b>	<b>Bloor/Gladstone Branch</b>
<b>Monday Mar. 23</b>	6:00 p.m.	TRL	<b>Monday Oct. 26</b>	6:00 p.m.	TRL
<b>Monday Apr. 20</b>	6:00 p.m.	TRL	<b>Monday Nov. 23</b>	6:00 p.m.	TRL
<b>Monday May. 25</b>	6:00 p.m.	TRL	<b>Monday Dec. 14</b>	6:00 p.m.	TRL

The City Council 2015 Proposed Schedule of Meetings (Attachment 1) was used to establish the Toronto Public Library Board Meeting Schedule for 2015.

In February, the proposed February 17<sup>th</sup> meeting is scheduled on a Tuesday due to the Family Day holiday on Monday, February 16<sup>th</sup>.

The meetings on June 22<sup>nd</sup> at North York Central Library and on September 21<sup>st</sup> at the Bloor/Gladstone Branch are scheduled to start at 6:30 p.m. to facilitate Library Board member attendance.

## **CONTACT**

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## **SIGNATURE**

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Anne Bailey  
Acting City Librarian

## **ATTACHMENTS**

Attachment 1: 2015 City Council Proposed Schedule of Meetings