

*As all negotiations are complete, appropriate approvals have been finalized and the public announcement has been made in connection with this naming opportunity (see November 18, 2013 – Agenda Item No. 17 – Naming Opportunity at Toronto Public Library report – Rec. Nos. 2 and 3), Confidential Attachment No. 1 is now public in its entirety on February 3, 2014.*

## **Naming Recognition in honour of Gwen Liu at Northern District Branch**

|              |                              |
|--------------|------------------------------|
| <b>Date:</b> | November 18, 2013            |
| <b>To:</b>   | Toronto Public Library Board |
| <b>From:</b> | City Librarian               |

### **CONFIDENTIAL RECOMMENDATIONS**

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

1. approves the naming of a meeting room, Room 200, at Northern District Branch as the **Gwen Liu Meeting Room**, following the refurbishment of the space, for a minimum of 10 years and until such time as the space is substantively changed or materially altered, and will be recognized through the installation of appropriate signage.

### **CONFIDENTIAL INFORMATION**

#### **Summary**

This report recommends that Toronto Public Library Board approve the naming of a meeting room, located at the Library’s Northern District Branch the **Gwen Liu Meeting Room**. This naming would be in recognition of a \$100,000 gift to the Toronto Public Library Foundation made by Peter Liu, in honour of his wife Huan -Tzu “Gwen” Liu who was a librarian with Toronto Public Library for more than 30 years, until her retirement in 1992. Mrs. Liu passed away in April 2013.

The gift will support:

- the refurbishment of Meeting Room 200 at the Northern District Branch;
- the establishment of the **Gwen Liu Endowment Fund**. This Fund – which will grow over time – will be in support of the Library’s Chinese collections and programming, and will also support the up-keep of the **Gwen Liu Meeting Room**.

#### **Financial Impact**

The Foundation will receive a gift of \$100,000 to refurbish Meeting Room 200 at the Northern District Branch and to establish an endowment fund that will be in support of the Library’s Chinese collections and programming, and will support the up-keep of the **Gwen Liu Meeting Room**.

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The Director, Finance and Treasurer has reviewed this financial impact statement and is in agreement with it.

## **Decision History**

The Library Board approved a Naming Policy on June 19, 2006 and it is used in evaluating naming opportunities.

## **Issue Background**

Mr. Liu approached the Foundation seeking an opportunity to appropriately honour the memory of his wife. After discussions with Mr. Liu and family members, and in consultation with the Library, the Foundation presented potential recognition opportunities to Mr. Liu, in the \$25,000 - \$100,000 range. Ultimately, Mr. Liu determined to honour his late wife through a \$100,000 gift to the Toronto Public Library Foundation.

## **Comments**

### **Peter Liu and Gwen Liu**

Married for almost 50 years, Peter and Gwen Liu met in Toronto as new immigrants. They both attended the University of Toronto, studied hard, and lived out their passions through their fields of study – he as a teacher of music, math, ESL and Chinese at several schools including Central Technical, Harbord Collegiate and Parkdale Collegiate; she as a librarian with Toronto Public Library for over 30 years until her retirement on October 31, 1992.

According to staff who remember her, Gwen was hard-working, thoughtful and conscientious. She was dedicated to the library profession and the ideals of public service, and she lived her professional life by them. She was generous with her time with both customers and staff, opening doors to a whole new library experience for people who lived in the community. Gwen held many positions at Toronto Public Library over the years including Branch Head at Northern District Branch and Area Librarian for the East Area (Pape/Danforth area), and was particularly passionate about developing the Library's Chinese collections and supported Harry Campbell, the Chief Librarian at that time in his work to grow the collection.

Sadly, Gwen died on April 7, 2013.

### **Meeting Room 200 at Northern District Branch**

Located on the second floor of the Northern District Branch, Meeting Room 200 is a 2,900 square foot space which plays host to over a hundred community programs, workshops and events each year. In addition to external events, Meeting Room 200 is extensively used by branch staff for programs, committee meetings and training sessions.

Meeting Room 200 has been identified for capital funding needs at the branch. A recent renovation program at the branch saw significant interior retrofit improvements made to the

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branch's Main Floor in 2011; the renovation of the remaining space at the branch is currently scheduled to begin in 2021.

Through Mr. Liu's gift, the Library will be able to address the many renovation needs of the Meeting Room, including new flooring, painting, electrical, A/V and the possible addition of a kitchenette. The Library will more clearly define the scope of the project in 2014 after a thorough review of the space.

### **Endowment Fund**

An endowment fund will be established that will be in support of the Library's Chinese collections and programming, and will also support the up-keep of the **Gwen Liu Meeting Room**. Funding to support multicultural collections is one of the Library's Fundraising priorities.

### **Donor Recognition**

In recognition of the generous gift of \$100,000 from Peter Liu, the Foundation is proposing the following:

- that the gift be recognized through the naming of the **Gwen Liu Meeting Room**, following completion of the room refurbishments;
- that signage for the **Gwen Liu Meeting Room** be installed at the entrance(s) to the space, and through any way-finding markers the Library might propose to add to direct users to the space;
- that the **Gwen Liu Meeting Room** be recognized through the Library's Room Booking service (on-line and through Room Booking staff).

Mr. Liu will also be recognized for his generosity through other Foundation and Library vehicles including What's On and the Foundation's Annual and Cumulative Donor Wall.

A portion of Mr. Liu's combined \$100,000 gift will be allocated to the Foundation to offset administration costs.

### **Terms of the Announcement**

The Toronto Public Library Foundation requests that this matter be held in confidence by Toronto Public Library until such time that a communications plan has been agreed upon by the donor. It is expected that the gift will be announced by the end of 2013.