

Toronto Public Library Board – Strategic Plan Steering Committee
Meeting No. 1: Friday, January 20, 2012, 4:05 p.m. – 4:50 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Committee Members Present:

Mr. Cameron MacKay (Chair)
Councillor Paul Ainslie
Mr. Stephen Dulmage
Mr. Michael Foderick
Ms. Andrea Zammit

Regrets:

Ms. Janet McKelvey (TPL Foundation Board Representative)

SPSC **Call to Order**
12-001 Katherine Palmer, Designated Secretary of the Board, called the meeting to order at 4:05 p.m.

SPSC **Election of Chair of the Committee**
12-002 Katherine Palmer called for nominations for the Chair of the Strategic Planning Steering Committee for 2012.

Moved by S. Dulmage, and carried:
That the Strategic Planning Steering Committee:
1. *nominates Cameron MacKay for Chair of the Strategic Planning Steering Committee.*

Moved by A. Zammit, and carried:
That the Strategic Planning Steering Committee:
1. *closes nominations.*

Katherine Palmer declared Cameron MacKay duly elected Chair of the Strategic Planning Steering Committee by acclamation.

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SPSC **Declarations of Conflicts of Interest**
12-003 There were no Declarations of Conflicts of Interest by members of the Strategic Planning Steering Committee at the January 20, 2012 meeting.

SPSC **Approval of Agenda**
12-004 *Moved by Councillor Ainslie, and carried:*
That the Strategic Planning Steering Committee:
1. *approves the agenda.*

SPSC **Presentations**
12-005 There were no Presentations at the January 20, 2012 Strategic Planning Steering Committee meeting.

SPSC **Communications**
12-006 There were no Communication items at the January 20, 2012 Strategic Planning Steering Committee meeting.

Item for Information:

SPSC **Strategic Planning Process Overview**
12-007 Katherine Palmer, Director, Planning, Policy & E-Service Delivery reviewed the following phases and timelines from the Strategic Planning process:
Phase 1: Orientation (November 2011 – January 2012)
Phase 2: Environmental Scan (April 2012)
Phase 3: Public Consultation (April/May 2012)
Phase 4: Further Development of Plan (June 2012)
Phase 5: Development of Performance Indicators (May 2012)
Phase 6: Integration of the Plan into Capital and Operating Plans (September 2012 – ongoing)

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Strategic Planning Process Overview – continued

Moved by Councillor P. Ainslie, and carried:

That the Strategic Planning Steering Committee:

1. receives the Strategic Planning Process Overview verbal report for information.

Item for Approval:

SPSC Strategic Plan 2012 – 2015: Consultation Plan

12-008 Elizabeth Glass, Manager, Planning and Development reviewed the highlights of the *Strategic Plan 2012 – 2015: Consultation Plan* report for Committee members.

Moved by A. Zammit, and carried:

That the Strategic Planning Steering Committee recommends that the Toronto Public Library Board:

1. *approves the proposed consultation plan as outlined in Attachment 1;*
2. *directs staff to implement the consultation plan; and*
3. *directs staff to provide updates to the Strategic Planning Steering Committee on the results of public consultation and how these inform the Strategic Plan.*

SPSC
12-009

Adjournment

Moved by S. Dulmage, and carried:

That the Strategic Planning Steering Committee:

1. *adjourns the November 17, 2011 meeting of the Strategic Planning Steering Committee.*

The meeting ended at 4:50 p.m.

Signed: _____