

## APPROVED MINUTES

**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**

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### **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  
12-001**

### **Call to Order**

Katherine Palmer, Designated Secretary of the Board, called the meeting to order at 4:05 p.m.

**SPSC  
12-002**

### **Election of Chair of the Committee**

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                      Adjournment**

**12-009**

***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: \_\_\_\_\_