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To: Toronto Public Library Board – January 27, 2003

From: City Librarian

Subject: **Toronto Public Library Board – Meeting Location in 2003**

Purpose:

To provide the Toronto Public Library Board with information to assist with the Library Board's decision concerning a meeting location in 2003.

Funding Implications and Impact Statement:

Not applicable.

Recommendation:

It is recommended that the Toronto Public Library Board:

- (1) Receive the *Toronto Public Library Board – Meeting Locations in 2003* report for information; and
- (2) Approve a location for meetings of the Toronto Public Library Board in 2003.

Background:

Library staff were advised by City staff in November 2002 that the Board's request to obtain Committee Room 2 at City Hall for meetings of the Library Board in 2003 could not be met except in the case of one meeting. As an alternative, Committee Room 3 was offered to the Board. The Board's experience is that Committee Room 3 is not suitable for Library Board meetings for a number of reasons including the size and configuration of the room.

At the December 9, 2002 Library Board meeting, the following Notice of Motion for Reconsideration was adopted:

***Moved by G. Mason, seconded by M. Brownstone:***

***Whereas suitable meeting room space is unavailable to the Toronto Public Library Board in 2003 at City Hall;***

***Therefore be it resolved that consideration be given at the January 27, 2003 meeting to relocating Board meetings to Library Headquarters at 789 Yonge Street.***

Staff were requested at the December 9, 2002 Board meeting, to consider the following options for discussion at the January Board meeting in connection with obtaining suitable meeting room space:

- (1) moving the night on which the Board meets during the week set aside for meetings of Agencies, Boards and Commissions;
- (2) confirming with City staff the availability of Committee Rooms 1 and 2 for meetings after 6:00 p.m.;
- (3) reducing the Council representation to the Board by two members to lower the number required for quorum as recommended for consideration by the City's Striking Committee in December 2000.

Comments:

The results of a poll of Board members conducted in December 2002/January 2003 to determine the best day of the week and time of the day for Board meetings indicate that Monday evening is the choice of the majority of Board members.

The issue of availability of Committee Room 2 for Library Board meetings was referred to the City's Facilities Department which oversees the booking of meeting room space at City Hall. City staff were able to free up Committee Room 2 for Library Board meetings for the year with the exception of the January 27 and the July 14 meetings. The July 14 meeting is scheduled only if required.

The Board's request to investigate a possible reduction in the Council representation to the Board by two members was a follow up to a recommendation from the December 2000 meeting of the City's Striking Committee. In discussion with the CAO's staff, it has been determined that this change would not be practicable for 2003.

Conclusion:

The Library Board's decision concerning the location of Board meetings in 2003 will finalize the schedule for the remainder of the year.

Contact:

Nancy Marshall, Administrative Coordinator, City Librarian's Office; Tel: 416-393-7215, Fax: 416-393-7083, E-mail: [nmarshall@tpl.toronto.on.ca](mailto:nmarshall@tpl.toronto.on.ca)

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City Librarian

List of Attachments:

Not applicable.