

Toronto Public Library Board

Meeting No. 8: Tuesday, October 22, 2019, 6:00 p.m. to 8:45 p.m.

Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto

Toronto Reference Library is on Indigenous land. This is the traditional territory of the Haudenosaunee Confederacy (also known as the Six Nations Confederacy), the Wendat, and the Mississaugas of the Credit First Nation. Toronto Public Library gratefully acknowledges these Indigenous nations for their guardianship of this land. We'd also like to remind and reaffirm, as Torontonians and Canadians, our accountability to these Indigenous nations, and to all Indigenous peoples and communities living in Toronto.

This land is also part of the Dish with One Spoon territory, that includes a treaty between the Haudenosaunee Confederacy, the Anishinaabek and allied nations, to peaceably share and care for this land, its waters, and all of the biodiversity in the Great Lakes region. All those who come to live and work here are responsible for honouring this treaty in the spirit of peace, friendship, and respect.

Members:

Ms. Sue Graham-Nutter (Chair)	Mr. Fenton Jagdeo
Mr. Jonathan Hoss (Vice Chair)	Ms. Jennifer Liu
Councillor Paul Ainslie	Councillor Gord Perks
Ms. Andrea Geddes Poole	Mr. Alim Remtulla

Closed Meeting Requirements: If the Toronto Public Library Board wants to meet in closed session (privately), a member of the Board must make a motion to do so and give the reason why the Board has to meet privately (Public Libraries Act, R.S.O. 1990, c. P.44, s. 16.1).

1. Call to Order	<i>5 minutes</i>
2. Declarations of Conflicts of Interest	
3. Approval of Agenda	
4. Confirmation of September 23, 2019 Toronto Public Library Board Meeting Minutes	
5. Confirmation of September 23, 2019 Toronto Public Library Board Closed Meeting Minutes	
6. Approval of Consent Agenda Items	
All Consent Agenda Items (*) are considered to be routine and are recommended for approval by the Chair. They may be enacted in one motion or any item may be held for discussion.	
7. Business Arising from the Minutes	
*8. City Librarian's Report	

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**** 9. Communications**

****10. Presentations**

35 minutes

Community Space Rental at Palmerston Branch

- Olivia Nuamah, Executive Director and Christin Milloy, Board Member, Pride Toronto
- Jane Schmidt
- David Morris, Board Chair and Pam Hrick, Board Member, The 519
- Patience Newbury
- Thane Tweyman
- Rosemary Frei

2020-2029 Capital Budget and Plan – Revised

- Derek Moran

Items for Information:

****10a. Community Space Rental at Palmerston Branch**

30 minutes

11. TPL Board Education – Access to eContent for Public Libraries – Update

15 minutes

12. Notice of Amendment – Toronto Public Library Board Procedural By-law

10 minutes

13. TPL Design-Forward Thinking Branch Capital Projects – Verbal

10 minutes

14. Google IT Support Professional Certificate – Verbal

10 minutes

15. 2020 Operating Budget – Update

10 minutes

***16. Toronto Public Library Board – 2020 Proposed Meetings and Locations Schedule**

***17. Board Resolutions – Status Report**

Items for Action:

18. 2020-2029 Capital Budget and Plan – Revised

10 minutes

19. Janitorial Services Contract Extension

10 minutes

***20. Biblio Bash at the Toronto Reference Library – Thursday, April 23, 2020**

***21. Holiday Closures 2020 and January 2021**

22. Adjournment

Attendant Care Services can be made available with some notice.

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart Branch, Auditorium, 170 Memorial Park Avenue, Toronto****Members Present:**

Ms. Sue Graham-Nutter (Chair)

Mr. Jonathan Hoss (Vice Chair)

Councillor Paul Ainslie

Mr. Fenton Jagdeo

Ms. Jennifer Liu

Councillor Gord Perks

Ms. Andrea Geddes Poole

Mr. Alim Remtulla

Regrets:

None

19-140 Call to Order

Sue Graham-Nutter called the meeting to order at 6:00 pm.

Ms. Graham-Nutter gratefully acknowledged that the S. Walter Stewart branch is on Indigenous land. She indicated this is the traditional territory of the Haudenosaunee Confederacy (also known as the Six Nations Confederacy), the Wendat, and the Mississaugas of the Credit First Nation. Toronto Public Library gratefully acknowledges these Indigenous nations for their guardianship of this land. Ms. Graham-Nutter reminded and reaffirmed as Torontonians and Canadians, accountability to these Indigenous nations, and to all Indigenous peoples and communities living in Toronto.

Ms. Graham-Nutter further indicated that this land is also part of the Dish with One Spoon territory, that includes a treaty between the Haudenosaunee Confederacy, the Anishinaabek and allied nations, to peaceably share and care for this land, its waters, and all of the biodiversity in the Great Lakes region. All those who come to live and work here are responsible for honouring this treaty in the spirit of peace, friendship, and respect.

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto****Call to Order – continued**

Vickery Bowles introduced to Board members, Angela Copeland, Director, Digital Strategy & CIO and Alyssa van Graft, Director, Transformational Projects, both recently hired at the Library.

Moe Hosseini-Ara, Director, Branch Operations & Customer Experience introduced Pam Saliba, Area Manager, Don Mills/Pape-Danforth/S. Walter Stewart Area. Ms. Saliba provided a presentation regarding the history of the S. Walter Stewart branch, including information concerning the programs and services in the branch and its engagement with the community.

Ms. Saliba introduced David Finkelstein, Principal, Cosburn Middle School; Natalie Bazouzi, Isadora Barac, and Gina Tasciotti, members of S. Walter Stewart branch's Youth Advisory Group, in attendance to provide personal perspectives regarding the branch.

David Finkelstein outlined his appreciation for the partnership between the school and the branch that provides exceptional support to students.

Natalie Bazouzi noted the opportunities she has experienced in her participation on the Youth Advisory Group to connect with other youth in the community.

Isadora Barac expressed appreciation for the friends she has made in the Youth Advisory Group and for the potential for future opportunities as a result of her experience.

Gina Tasciotti spoke regarding the opportunities she has had as a Youth Advisory Group member to ask questions of professionals. She noted she has recommended participation in the group to other youth.

Sue Graham-Nutter thanked the presenters for sharing their experiences and providing insight for Library Board members.

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto****19-141 Election of Vice Chair of the Board**

Sue Graham-Nutter called for nominations for the Vice Chair of the Toronto Public Library Board.

Moved by A. Remtulla, seconded by A. Geddes Poole:

That:

1. *Jonathan Hoss be nominated for Vice Chair.*

Carried

Mr. Hoss agreed to stand for election.

There being no further nominations, it was:

Moved by J. Liu, seconded by Councillor Ainslie:

That:

1. *nominations be closed.*

Carried

Sue Graham-Nutter declared Jonathan Hoss duly elected Vice Chair of the Toronto Public Library Board by acclamation.

19-142 Declarations of Conflicts of Interest

There were no Declarations of Conflicts of Interest by members of the Library Board.

19-143 Approval of Agenda

Moved by J. Hoss, seconded by A. Remtulla:

That the Toronto Public Library Board:

1. *approves the agenda.*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto**

19-144 Confirmation of June 17, 2019 Toronto Public Library Board Meeting Minutes***Moved by A. Remtulla, seconded by J. Liu:******That the Toronto Public Library Board:***

1. *confirms the minutes of the June 17, 2019 Toronto Public Library Board meeting.*

Carried**19-145 Confirmation of June 17, 2019 Toronto Public Library Board Closed Meeting Minutes*****Moved by F. Jagdeo, seconded by J. Hoss:******That the Toronto Public Library Board:***

1. *confirms the minutes of the June 17, 2019 Toronto Public Library Board Closed meeting.*

Carried**19-146 Approval of Consent Agenda Items*****Moved by F. Jagdeo, seconded by A. Geddes Poole:******That the Toronto Public Library Board:***

1. *approves the consent agenda and all other items not held on consent.*

Carried**19-147 Business Arising from the Minutes**

There were no *Business Arising from the Minutes* items at the September 23, 2019 meeting.

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto****19-148 City Librarian's Report (*Received for Information by Consent*)*****That the Toronto Public Library Board:***

1. receives the City Librarian's Report for information.

Carried**19-149 Communications*****Moved by Councillor Ainslie, seconded by A. Remtulla:******That the Toronto Public Library Board:***

1. receives Communication (a) from Sue Graham-Nutter, Chair, Toronto Public Library Board to the Honourable Lisa MacLeod, Minister, Tourism, Culture and Sport dated August 14, 2019 welcoming her to the position of Minister of Tourism, Culture and Sport, for information; and
2. receives Communication (b) from Ian Strang received on September 5, 2019 regarding the Toronto Public Library website, for consideration and response, in the September 23, 2019 Closed Meeting of the Board as the subject matter being considered involves the security of the property of the board (see Agenda Item No. 27).

Carried**Presentations****19-150** There were no public presentations at the September 23, 2019 meeting.**Items for Approval:****Strategic Planning Steering Committee****19-151 a. Approved Minutes of the May 31, 2019 Strategic Planning Steering Committee Meeting*****Moved by F. Jagdeo, seconded by J. Hoss:******That the Toronto Public Library Board:***

1. receives the Approved Minutes of the May 31, 2019 Strategic Planning Steering Committee meeting for information.

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto****Strategic Planning Steering Committee – continued****19-152 b. Strategic Plan 2020-2024: Phase 2 Consultation Update and Draft Priority Areas**

Jonathan Hoss, Acting Committee Chair, Strategic Planning Steering Committee, outlined highlights from the September 3, 2019 Committee meeting that included an update on the consultation process and discussions regarding the draft priority areas. Next steps are to finalize the plan, which will include draft priority areas, outcomes, key performance indicators and sample activities. A final plan will be presented to the Library Board in November for approval.

Moved by A. Remtulla, seconded by F. Jagdeo:

That the Toronto Public Library Board:

1. *approves the draft priority areas and outcomes for the Strategic Plan 2020-2024 as outlined in the report; and*
2. *directs staff to prepare a final draft of the strategic plan with sample activities and key performance indicators.*

Carried

19-153 2020 Operating Budget Submission

Larry Hughsam, Director, Finance and Treasurer, provided the Board with the details of the Library's 2020 base operating budget submission to the City of a 1.9% increase, excluding salary COLA, and budget enhancement requests of 3.4%, for a total increase of 5.4% over 2019.

Staff was directed to provide previous budget year comparisons as part of budget submissions.

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto**

2020 Operating Budget Submission – continued***Moved by J. Hoss, seconded by A. Remtulla:******That the Toronto Public Library Board:***

1. *approves the 2020 operating base budget submission of \$191.759 million net (\$212.399 million gross), which represents a \$3.666 million net (\$5.084 million gross) increase, or 1.9%, over the 2019 operating budget; and*
2. *approves 2020 budget enhancements totalling \$6.445 million net and gross comprised of phase 1 and 2 of the Open Hours Plan totalling \$5.125 million net and gross, including 97.1 FTEs, two additional Youth Hub locations totalling \$0.461 million net and gross, including 4.0 FTEs, Seniors Strategy Digital Literacy Program totalling \$0.378 million net and gross, including 4.0 FTEs, Community Librarians totalling \$0.223 million net and gross, including 4.0 FTEs, seasonal Sunday service at eight Neighbourhood branches totalling \$0.208 million net and gross and Digital Safety and Literacy Programming totalling \$0.050 million net and gross, including 1.0 FTE.*

Carried**19-154 2020-2029 Capital Budget and Plan Submission**

Howard Balter, Manager, Budget & Financial Reporting, provided the Board with the details of the Library's 2020-2029 capital budget and plan submission to the City.

Moved by A. Geddes Poole, seconded by J. Hoss:***That the Toronto Public Library Board:***

1. *approves the 2020-2029 capital budget and plan submission (including 2019 carry forwards of \$19.559 million debt (\$45.011 million gross) for 2020 and \$307.577 million debt (\$532.795 million gross) over 2020-2029, comprised of:*
 - 1.1 *28 projects, as detailed in Attachment 1, totalling \$19.559 million debt (\$43.802 million gross) in 2020 and \$277.055 million debt (\$432.960 million gross) over 2020-2029, which reflects TPL's Capacity to Spend Capital Budget and Plan; and*

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto****2020-2029 Capital Budget and Plan Submission – continued**

1.2 *four projects, as detailed in Attachment 2, totalling \$0 debt (\$1.209 million gross) in 2020 and \$30.522 million debt (\$99.835 million gross) over 2020-2029 that reflects TPL's Capital Needs Constraints.*

Carried**19-155 Security Guard Service – Increase to the Value of the Contract and Purchase Order*****Moved by Councillor Ainslie, seconded by F. Jagdeo:******That the Toronto Public Library Board:***

1. *approves an increase to the purchase order commitment for security guard services to Garda World for an amount of \$2.231 million, excluding Harmonized Sales Tax (HST), which includes \$1.543 million for the contract for stationed guards and mobile coverage and \$0.688 million for ad-hoc security coverage comprised of:*
 - a. *increases in the value of the current three-year contract with Garda World for stationed guards and mobile service by:*
 - i. *\$0.290 million for a total of \$2.454 million for the period September 1, 2018 to August 31, 2019;*
 - ii. *\$0.300 million for a total of \$2.560 million for the period September 1, 2019 to August 31, 2020;*
 - iii. *\$0.311 million for a total of \$2.659 million for the period September 1, 2020 to August 31, 2021; and*
 - b. *increases in the value of the two optional one-year renewals with Garda World for stationed guards and mobile service by:*
 - i. *\$0.318 million for a total of \$2.712 million for the period September 1, 2021 to August 31, 2022;*
 - ii. *\$0.324 million for a total of \$2.766 million for the period September 1, 2022 to August 31, 2023; and*
 - c. *Increases in the value of the purchase order with Garda World for ad-hoc security coverage by:*
 - i. *\$0.288 million for the period September 1, 2018 to August 31, 2019;*
 - ii. *\$0.100 million per year for each of the remaining 4 years of the contract, including the two optional years.*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto**

19-156 Jack Rabinovitch Reading Room – Toronto Reference Library – Award of Tender (Approved by Consent)***That the Toronto Public Library Board:***

1. *approves a commitment with BDA Inc. to construct the new Jack Rabinovitch Reading Room on the fourth floor at the Toronto Reference Library with a total value of \$634,700, excluding Harmonized Sales Tax (HST), comprised of:*
 - a. *an award of construction tender, being the lowest bid, at a cost of \$577,000; and*
 - b. *a contingency of \$57,700.*

Carried**19-157 Albert Campbell Branch – Award of Tender (Approved by Consent)*****That the Toronto Public Library Board:***

1. *approves a commitment with Pre Eng Contracting Ltd. for the renovation of the Albert Campbell branch, with a total value of \$17,237,000, excluding Harmonized Sales Tax (HST), comprised of:*
 - a. *an award of construction tender, being the lowest bid, at a cost of \$15,670,000; and*
 - b. *a contingency of \$1,567,000.*

Carried**19-158 North York Central Library – Award of Tender (Approved by Consent)*****That the Toronto Public Library Board:***

1. *approves a commitment with ROSSCLAIR Contracting Ltd. for Phase 2 of the renovation of North York Central Library, with a total value of \$7,469,000, excluding Harmonized Sales Tax (HST), comprised of:*
 - a. *an award of construction tender, being the lowest bidder, at a cost of \$6,790,000; and*
 - b. *a contingency of \$679,000.*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto**

19-159 Downsview Branch – Closure for Minor Renovation (*Approved by Consent*)***That the Toronto Public Library Board:***

1. *approves the closure of the Downsview branch for approximately two months.*

Carried**Item for Information:****19-160 2019 Strategic Work Plan Update*****Moved by J. Liu, seconded by Councillor Perks:******That the Toronto Public Library Board:***

1. *receives the 2019 Strategic Work Plan Update report for information.*

Carried**19-161 Operating Budget Monitoring Report – June 30, 2019 (*Received for Information by Consent*)*****That the Toronto Public Library Board:***

1. *receives the Operating Budget Monitoring Report – June 30, 2019 for information.*

Carried**19-162 Capital Budget Monitoring Report – June 30, 2019 (*Received for Information by Consent*)*****That the Toronto Public Library Board:***

1. *receives the Capital Budget Monitoring Report – June 30, 2019 for information.*

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto**

19-163 Extended Authority – York Woods Branch – Award of Tender (*Received for Information by Consent*)***That the Toronto Public Library Board:***

1. receives the Extended Authority – York Woods Branch – Award of Tender report for information.

Carried**19-164 Board Resolutions – Status Report (*Received for Information by Consent*)*****That the Toronto Public Library Board:***

1. receives the Board Resolutions – Status Report for information.

Carried**19-165 Closed Meeting**

At 7:30 p.m., it was:

Moved by Councillor Ainslie, seconded by J. Liu:***That the Toronto Public Library Board:***

1. conducts a Closed meeting as the subject matters being considered (Collective Bargaining – 2019-2020, Internal Investigation and Toronto Public Library Website) involve labour relations or employee negotiations and the security of the property of the board.

Carried

At 9:05 p.m. the Board resumed its meeting in public.

18-166 Motion to Extend the Meeting***Moved by Councillor Ainslie, seconded by A. Remtulla:******That the Toronto Public Library Board:***

1. extends the meeting until the completion of the agenda.

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto****Adoption of Closed Meeting Action:****19-167 Collective Bargaining – 2019-2020*****Moved by J. Liu, seconded by Councillor Ainslie:******That the Toronto Public Library Board:***

1. *receives the confidential verbal report from staff for information;*

Recorded Vote Requested:

Yes – 8

Councillor Ainslie, Sue Graham-Nutter, Jonathan Hoss, Fenton Jagdeo, Jennifer Liu, Councillor Perks, Andrea Geddes Poole and Alim Remtulla.

No – 0

Carried

2. *approves the recommendations in Confidential Attachment 1; and*

Recorded Vote Requested:

Yes – 6

Councillor Ainslie, Sue Graham-Nutter, Jonathan Hoss, Jennifer Liu, Andrea Geddes Poole and Alim Remtulla.

No – 2

Fenton Jagdeo and Councillor Perks

Carried

3. *approves the recommendations and information in Confidential Attachment 1 will not be made public, as it involves labour relations or employee negotiations.*

Recorded Vote Requested:

Yes – 8

Councillor Ainslie, Sue Graham-Nutter, Jonathan Hoss, Fenton Jagdeo, Jennifer Liu, Councillor Perks, Andrea Geddes Poole and Alim Remtulla.

No – 0

Carried

Toronto Public Library Board**Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.****S. Walter Stewart, Auditorium, 170 Memorial Park Avenue, Toronto****Adoption of Closed Meeting Action:****19-168 Internal Investigation*****Moved by* Councillor Perks, *seconded by* F. Jagdeo:*****That the Toronto Public Library Board:***

1. *receives the Internal Investigation confidential verbal report for information; and*
2. *approves the information provided in the confidential verbal report will not be made public, as it involves the security of the property of the board.*

Carried**Adoption of Closed Meeting Action:****19-169 Toronto Public Library Website*****Moved by* Councillor Perks, *seconded by* A. Remtulla:*****That the Toronto Public Library Board:***

1. *receives Communication (b) from Ian Strang received on September 5, 2019 regarding the Toronto Public Library Website for information; and*
2. *approves the information provided in Communication (b) will not be made public, as it involves the security of the property of the board.*

Carried**19-170 Adjournment*****Moved by* Councillor Perks, *seconded by* A. Geddes Poole:*****That the Toronto Public Library Board:***

1. *adjourns the September 23, 2019 Toronto Public Library Board meeting.*

Carried

The meeting ended at 9:10 p.m.

Signed: _____

City Librarian's Report for October 2019

Below is my report for the October 2019 [Toronto Public Library \(TPL\) Board meeting](#), summarizing key activities in support of the priorities outlined in our [strategic plan](#). This report covers items that are not part of the Board agenda package.

Breaking Down Barriers to Access, Driving Inclusion

Two New Youth Hubs Open this Fall

 Rob Oiphant  [@Rob_Oiphant](#)

[Follow](#) 

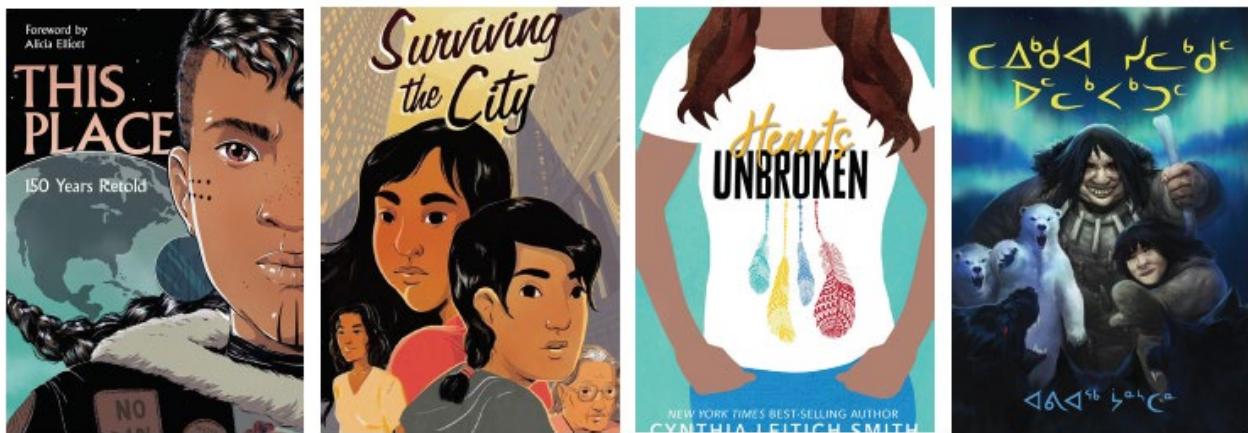
Lots of excitement as the [@torontolibrary](#) Thorncliffe Branch's Youth Hub opens today. Glad this space will provide youth in Thorncliffe Park with a fun place to hang out after school for academic support, meeting new people, unwinding with games, and much more!



2:30 PM - 23 Sep 2019

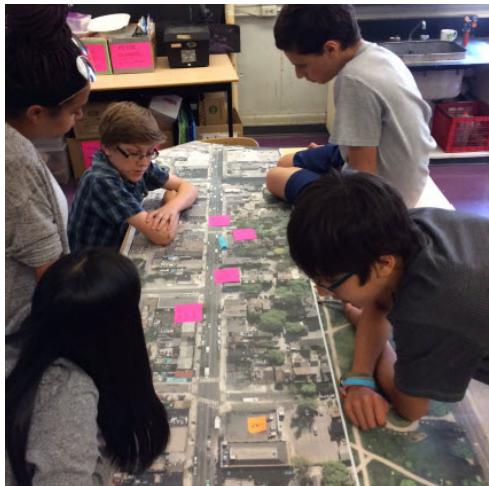
Located in or near Neighbourhood Improvement Areas and aligned with Toronto's Poverty Reduction and Youth Equity Strategies, TPL's Youth Hubs are welcoming drop-in spaces for teens with access to library collections, homework help, activities and workshops, snacks and a broad range of current technology. They are open after school and during the summer months, and are staffed by librarians and other library staff, with support from volunteers and placement students. This fall, Youth Hub service has been introduced at both Parliament Street and Thorncliffe branches, bringing the total number to [13 Youth Hubs across the city](#). Youth who attended the launch party of the Thorncliffe branch hub on September 23 were excited to explore the space and everything the hub has to offer.

Read Indigenous 2019 Now Available in Branches



[Read Indigenous](#) is an annual list of must-read titles created by Indigenous authors, writers, illustrators and knowledge keepers for all ages. These titles have been selected in consultation with TPL's [Indigenous Advisory Council](#). As a non-Indigenous institution, TPL has a vital role to play in building awareness around Truth and Reconciliation and related issues that impact Indigenous/settler relations. In 2017, we established TPL's Strategies for Indigenous Initiatives as a response to the Truth and Reconciliation Commission. One of the 42 strategies identified in this document includes the launch of a "Read Indigenous" campaign.

Summer Camps with Maximum City



Maximum City Summer Camp participants.

This summer, TPL partnered with [Maximum City](#) to bring a new summer camp to our roster of [Summer Wonder](#) activities. Two branches hosted week-long camps where children explored a range of hands-on activities revolving around the kid-friendliness of their neighbourhoods. Children learned how to identify the important features of safe, welcoming and sustainable urban spaces. The one-week challenge then asked participants to evaluate their local neighbourhood and come up with design ideas that could make the area more kid-friendly. Participants explored topics such as urban design, the environment, technology, architecture, civic engagement and transit.

Adult Learners' Conference Focuses on Democracy

On September 20, Toronto Public Library's Adult Literacy Services (ALS) partnered with Metro Toronto Movement for Literacy to co-sponsor the annual Learners' Conference. This half day event took place at the North York Central Library where over 85 adult learners and literacy instructors across Toronto attended. The theme this year, Health and Wellness, was chosen by a special adult learners' advisory committee. The four workshops presented this year included a very popular writing workshop by the Writer's Collective and an apropos session on democracy, voting and talking about issues that matter. ALS also set up an information booth to promote library programs and services. Approximately 35 people stopped by to ask questions from "How do I get a library card?" to "How can I donate money to the library". Staff were present, engaged and helped with the direct queries.

Expanding Access to Technology and Training

Patricia Quintero Begins as our Fall 2019 Entrepreneur in Residence



The fall season is a great time for starting a business. Since 2012, TPL has offered an Entrepreneur in Residence (EIR) program series, hiring experts to work with new and small business owners and entrepreneurs to support them in their business development. This fall, we are excited to welcome Patricia Quintero as our EIR at Toronto Reference Library. Patricia is an entrepreneur with over 15 years of experience working in large and small organizations in Canada, the United States, England and Colombia. She has worked with multiple start-ups in their pre-launch and launch phases. From October 2 to November 28, Patricia will be using her extensive knowledge of strategic business practices to lead workshops and panel discussions. Some of the topics she will cover include: what to consider before starting a new business, enabling growth, establishing a brand, considering your voice and tone for social media, and how to stay relevant and compete in your industry. More details are available on the [Entrepreneur in Residence webpage](#).

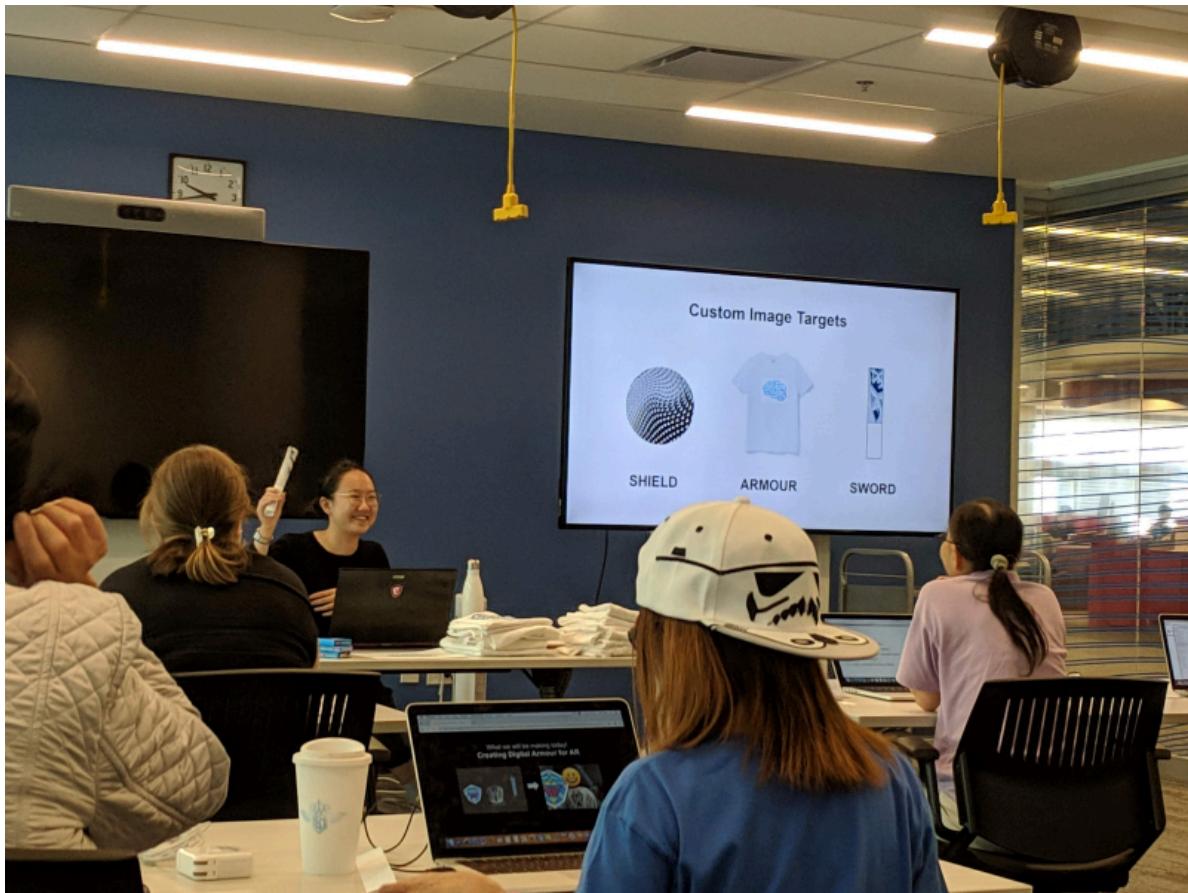
Sophi Robertson, Environmentalist in Residence at Richview Branch



Sophi Robertson, our fall [Environmentalist in Residence](#), is at [Richview Branch](#) from September 2 to November 9. She is offering a variety of free, engaging programs and hands-on workshops, and community consultations to help people learn about reducing waste or living a zero-waste lifestyle. Through her work as [@YourEcoFriend](#), and in her current role as the Zero Waste Event Coordinator at the Toronto Tool Library, Robertson motivates community members to think and act on areas of reducing waste and sustainability. Through events, outreach and resources, she offers practical and accessible ideas, tips and solutions. In a recent blog post, Sophi wrote about [how to go back to school for less](#). The Environmentalist in Residence is part of the Our Fragile Planet program series and serves as an industry expert in the area of conservation and sustainability.

Our spring Environmentalist in Residence, Broti Kar, engaged with over 400 people during her residency at the S. Walter Stewart branch from April 22 to June 29, 2019. [Read more about her experience and highlights from her events.](#)

Innovator in Residence Seminars, Workshops and Consultations on Augmented Reality



Participants at an Augmented Reality workshop led by Rui Jie.

TPL's summer [Innovator in Residence](#) for Augmented Reality (AR), Rui Jie Wang, wrapped up her programming at the end of August at North York Central Library's Creation Loft. Over the course of her 10-week residency, Rui Jie conducted workshops, panel discussions, lectures, and one-on-one appointments that attracted a total of 458 learners. Lecture topics varied widely, including how AR can be used in education, business, storytelling, art galleries, and to improve accessibility for individuals with hearing or vision loss. This residency also directly supported Digital Innovation Hub staff development through training and one-on-one appointments. All the workshop materials and presentations have been documented and made available [on Rui Jie's website](#) for anyone who is interested in learning more about augmented reality.

Establishing TPL as Toronto's Centre for Continuous and Self-Directed Learning

TPL Co-Hosts Toronto's First Algorithmic Literacy Stakeholder's Symposium

On June 24, in collaboration with the [Brookfield Institute for Innovation and Entrepreneurship](#), TPL hosted the first gathering of community stakeholders that work on issues related to artificial intelligence and algorithmic literacy as part of TPL's pilot on public education, discussion and engagement on emerging technologies. Toronto-based groups who work in and around artificial intelligence education, critique and advocacy were invited. Participants included the Vector Institute, Mozilla Foundation, CIFAR, Sidewalk Labs, Tech Reset Canada, the Canadian Civil Liberties Association, scholars from University of Toronto, Ryerson University and others. Common themes emerging from this discussion included a strong desire for collaboration and a need for trustworthy, non-partisan educational material on artificial intelligence and algorithmic literacy for a diverse range of learners.

Creating Community Connections through Cultural Experiences

Design-A-Bookmark Contest 2020

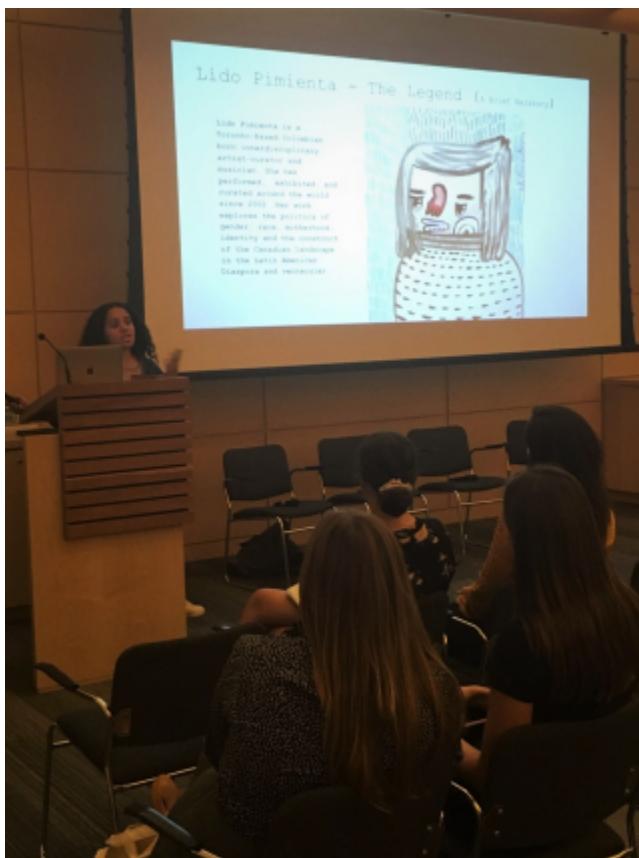


A winning bookmark design from 2019 by Alyssa Mah, age 9.

Our popular annual contest is back. Previously, Design-a-Bookmark has happened at the end of each year. This year, all artists 13 and under are invited to submit a bookmark to TPL's annual [Design-A-Bookmark Contest](#) by

October 31. Winners will be chosen at each branch and bookmobile in three age categories: Up to 6 years, 7 to 9 years, and 10 to 13 years. These winners then compete to be TPL's 12 Grand Award winners and 4 Elizabeth Cleaver Design Awards winners. Entries are judged on theme, originality and design. The Elizabeth Cleaver Design Award also recognizes outstanding artistic merit. Winners will be invited to attend an Evening of Celebration at the Toronto Reference Library on February 19, 2020. Take a look at the previous winners' designs on the [Design-a-Bookmark webpage](#).

You in Action: Civic Engagement Fair for Youth



Lido Pimienta

On September 26, Toronto Reference Library hosted You in Action: Civic Engagement Fair for Youth to inspire youth participation in civic life. Organized by TPL's Community Outreach and Engagement and Youth Services teams, the community jam featured panelists and exhibitors from local youth organizations including G(irls)20, Apathy is Boring, Elections Canada, Urban Minds, Digital Justice Lab, Big Brothers Big Sisters and more. Nearly 35 youth explored leadership and volunteer opportunities and heard from inspirational

speakers who have made a difference through civic action. They also heard from keynote speaker [Lido Pimienta](#), a Toronto-based, Colombian-born interdisciplinary musician, artist-curator and Polaris Music Prize winner. She explores the politics of gender, race, motherhood, identity and construct of the Canadian landscape in the Latin America diaspora and vernacular through her work.

TPL at The Word on the Street Festival



Children making paper cup rockets at the TPL Transformation Station.

2019 marks the 30th anniversary of [The Word on the Street festival](#) (WOTS), and TPL was proud to have a prominent presence at Harbourfront Centre to spark conversations, celebrate reading and writing, and support the literary community. On Saturday, September 21, the TPL stage hosted three engaging panel discussions about technology's impact [on civil society](#) for WOTS Plus. On Sunday, September 22, TPL activated the Brigantine Patio with a Transformation Station, showcasing a fun and informative range of library services. Hundreds of visitors enjoyed kids' activities, eLearning and tech demos, card registrations, a TPL Foundation station, librarian reading recommendations and more.

Mid-Autumn Festival Celebration at Toronto Reference Library



(L to R on stage) Gianna Babando, Manager (Rare Books and Archives) introduces the Mid-Autumn Festival Program speakers: author and journalist Ann Hui and Professor Chef Leo Chan.

To celebrate the Mid-Autumn Festival, TPL hosted a discussion on September 12 with Ann Hui, The Globe and Mail food reporter and [Chop Suey Nation](#) author, and Professor Chef Leo Chan. The two speakers discussed traditional foods and etiquette for this harmonious celebration in front of over 150 participants, who also had the opportunity to enjoy traditional moon cakes and tea. The event was organized in conjunction with the library's current TD Gallery exhibit, [Plum Blossom from the Bitter Cold: Selections from the Chinese Canadian Archive](#). The event was also covered by OMNI TV.

Join Mural Created by TPL and FCJ Refugee Centre's Youth Network



Youth working on the mural.

This summer Librarian Margaux Smith, from our [Oakwood Village Library and Arts Centre](#), worked with [FCJ Refugee Centre's](#) Youth Network to create a mural for the FCJ's garage door. Margaux led a series of multidisciplinary art workshops for the youth with topics including book binding, collage mosaics, sketching and painting. Throughout the process, participants worked collaboratively to plan and design the final mural, which is a culmination of their work and learning process. Participants were so enthusiastic that over 20 people showed up on the final day of painting. The goal of the project was to engage youth in a collective planning process that they might use in future to transform their environment.

Transforming for 21st Century Service Excellence

Where We Gather: Public Life in Toronto - Partnership with University of Toronto School of Cities



School of Cities

@UofTCities

Follow



#UofT's Alissa North [@UofTDaniels](#) reflecting on community activated spaces, to ravine developments.



3:54 PM - 17 Sep 2019 from [Toronto, Ontario](#)



This fall, Toronto Public Library is partnering with the University of Toronto School of Cities to offer a free, four-part lecture series called Where We Gather, which examines how public spaces shape city life in Toronto. Presented as part of our On Civil Society program series, the goal of Where We Gather is to encourage discussions around the role of public and private spaces. Over 150 people attended the first session at Toronto Reference Library on September 17. [Read more about the series](#) and view highlights from the first session.

Announcing the 2019 City Librarian's Innovation Challenge Winners

As part of the launch of [TPL's Innovation Strategy \(PDF\)](#), the inaugural City Librarian's Innovation Challenge was announced earlier this Spring. Staff at all levels within TPL were encouraged to submit ideas to enhance or to improve our customer experience. Nearly 60 submissions were received from staff across the city, and two projects were selected as the winners. The first project, "Library Social Story," will develop an experiential and educational tool, called a social story, for children with or without disabilities and their caregivers and educators to help them prepare for a visit to the library. The second project, "Youth-Focused Digital Literacy Programming," will help build TPL's capacity to deliver digital literacy programs for youth. Development on these projects will commence this fall and they will be implemented as one-year pilots. In addition to the two winners, an Innovation Story was also announced and it will track the work undertaken by TPL's Collections division in the near future to improve access to TPL's Indigenous collections.

COMMUNICATIONS
GENERAL CORRESPONDENCE

TORONTO PUBLIC LIBRARY BOARD MEETING – October 22, 2019

It is recommended that the Toronto Public Library Board:

1. receives Communication (a) to Vickery Bowles, City Librarian, Toronto Public Library from Brendan Haley, President, Toronto Public Library Workers Union, Local 4948 dated October 16, 2019 requesting that the Toronto Public Library reconsider its decision to allow an upcoming meeting room booking at the Palmerston branch with Meghan Murphy.
2. receives Communication (b) to Vickery Bowles from Adam Chaleff, dated October 16, 2019 requesting that the Toronto Public Library reconsider its decision to allow an upcoming meeting room booking at the Palmerston branch with Meghan Murphy.
3. receives Communication (c) to Sue Graham-Nutter, Chair, Toronto Public Library Board from David Morris, Board Chair, The 519, dated October 16, 2019 expressing concern that the Toronto Public Library has agreed to host an upcoming event on October 29, 2019 involving Meghan Murphy.
4. receives Communication (d) to TPL Board Members from Małgorzata Starszyk dated October 17, 2019 expressing support for the Toronto Public Library's position on freedom of speech and providing access and welcoming spaces to every Canadian, regardless of their views.

5. receives Communication (e) to TPL Board members from Claire Forsyth dated October 17, 2019 requesting the Toronto Public Library cancel an upcoming event at the Palmerston branch with Meghan Murphy.
6. receives Communication (f) to Sue Graham-Nutter and Board members from Dr. Toni Samek, Professor and Chair, School of Library and Information Studies, University of Alberta dated October 17, 2019 expressing support for Toronto Public Library's decision to allow a third-party to rent a theatre for an event at Toronto Public Library.
7. receives Communication (g) to Vickery Bowles, copying the Toronto Public Library Board from Chris Winsor dated October 17, 2019 expressing support for allowing the upcoming event at the Palmerston branch with Meghan Murphy to proceed.
8. receives Communication (h) to Members of the TPL Board from Caitlin Belle dated October 20, 2019 expressing discomfort with the upcoming room rental to Meghan Murphy.
9. receives Communication (i) to Toronto Public Library Board members from Susan Benton, President and CEO, Urban Libraries Council dated October 21, 2019 expressing support for the Library's refusal to compromise its values or diminish its role as a leader for race and social equity.
10. receives Communication (j) to the Toronto Public Library Board from Cara Faith Zwibel, Director, Fundamental Freedoms Program, Canadian Civil Liberties Association dated October 21, 2019 expressing support for the Library's decision to honour the third-party room rental booking to a group hosting Meghan Murphy.
11. receives Communication (k) to the Toronto Public Library Board from Pilar Martinez, Chair, Canadian Urban Libraries Council and CEO, Edmonton Public Library, on behalf of: Alvin M. Schrader, Professor Emeritus School of Library and Information Studies, University of Alberta and members of the Canadian Urban Libraries Council dated October 18, 2019 expressing support for the Library's decision to allow a third-party to rent a theatre for an event at Toronto Public Library.
12. receives Communication (l) to Vickery Bowles, c/o the Library Board from Ed Gibbard dated October 18, 2019 expressing support for her decision to allow the upcoming event at the Palmerston branch with Meghan Murphy to proceed.

13. receives Communication (m) to Sue Graham-Nutter from James L. Turk, Director, Centre for Free Expression, Ryerson University dated October 18, 2019 expressing support for allowing the upcoming event at the Palmerston branch with Meghan Murphy to proceed.
14. receives Communication (n) to the Toronto Public Library Board from Melissa Hudson, Advocate, Trans Women's Association dated October 20, 2019 requesting that an upcoming event at the Library with Meghan Murphy be cancelled and ensuring no such event is booked in the future.
15. receives Communication (o) to Members of the Toronto Public Library Board from Greg Gatenby in defence of free speech.
16. receives Communication (p) to the Toronto Public Library Board from Dawn Miklaski dated October 20, 2019 expressing appreciation for supporting freedom of speech in Canadian libraries.
17. receives Communication (q) to the Toronto Public Library Board from a group of librarians and library workers dated October 21, 2019 requesting that an upcoming event at the Library with Meghan Murphy be cancelled.
18. receives Communication (r) to Members of the Toronto Public Library Board from Dr. Anne Wilson, Professor, Fellow, Canadian Institute for Advanced Research, Successful Societies program, Psychology Department, Wilfrid Laurier University dated October 21, 2019 expressing support for allowing the upcoming event at the Palmerston branch with Meghan Murphy to proceed.
19. receives Communication (s) to the Board of the TPL from Catherine Barley dated October 19, 2019 expressing support for allowing the upcoming event at the Palmerston branch with Meghan Murphy to proceed.
20. receives Communication (t) to Sue Graham-Nutter from Canadian Parents of Trans and Gender Diverse Kids, Admin Team Members dated October 22, 2019 requesting that an upcoming event at the Library with Meghan Murphy be cancelled.
21. receives Communication (u) to the Toronto Public Library Board from Alix Rae Stefanko, Chair, Canadian Federation of Library Associations dated October 22, 2019 expressing support for the Toronto Public Library's decision to uphold Intellectual Freedom.



**Toronto Public Library
Workers Union**

Local 4948

Affiliated with
CUPE and the
Toronto & York Region
Labour Council

Brendan Haley
President

Viveca Gretton
Recording Secretary

Carmela Corrado
Secretary-Treasurer

Mary Bissell
Toronto Reference Library

Brandon Haynes
North York Central Library

Jenna Liu
North Region

Lilian Corsin
South Region

Gobi Sooriyakumar
East Region

Karen DeSimone
West Region

Fitzgerald Steele
Facilities

Steven Burdick
Support Services

20 Eglinton Avenue West
Suite 1109, Box 2053
Toronto, ON M4R 1K8
Telephone: (416) 440-7981
FAX: (416) 440-7984
Email: info@local4948.org

www.local4948.org

a.

Toronto Public Library Workers Union
Local 4948
20 Eglinton Ave West
Suite 1109, Box 2053
Toronto, ON M4R1K8

Wednesday, October 16, 2019

Vickery Bowles
City Librarian
c/o Toronto Public Library
789 Yonge Street
Toronto, ON M4W 2G8

Dear Vickery:

Re: Room Booking at Palmerston Library

We are in receipt of your October 12 and your October 15 emails to all staff concerning the upcoming room rental by Meghan Murphy for the presentation "Gender Identity: What does It Mean for Society, the Law and Women?"

It is our opinion that the stated purpose of this room booking, "to have an educational and open discussion on the concept of gender identity and its legislation ramifications on women in Canada" is disingenuous, to say the least. Meghan Murphy has made her negative views towards the trans community and other non-binary equity-seeking groups very public.

Your October 15, 2019 email asks that attention be turned away from the room booking issue and redirected to civil debate with the speaker's 'ideas.' However, while Murphy may not have been officially charged with hate speech under Canadian law, her views do, in fact, target highly vulnerable and marginalized communities not only in our workplace, but among library users in Toronto and beyond.

Recent TPL public consultations with equity-seeking groups on how to make the library more "welcoming," inclusive, and relevant ring hollow if the very people they seek to validate are ultimately alienated by the real decisions and actions that run counter to purported values of equity and respect.

The work that staff have done to reach out to community members, and to build trust and partnerships, has now been compromised to some extent by this decision. For many, the library might no longer represent a safe and inclusive space.



**Toronto Public Library
Workers Union**

Local 4948

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FAX: (416) 440-7984
Email: info@local4948.org

www.local4948.org



We do ask that the Toronto Public Library reconsider its decision to allow this room booking to proceed.

Sincerely,

Brendan Haley
President,
Toronto Public Library Workers Union, Local 4948

Cc: Local 4948 Executive Board
Toronto Public Library Board



Nancy Marshall

From: Adam Chaleff <adamcf@gmail.com>
Sent: Wednesday, October 16, 2019 9:42 AM
To: Vickery Bowles
Cc: Nancy Marshall; merickson@gladdaybookshop.com; Gord Perks; Paul Ainslie
Subject: Meghan Murphy

Dear Vickery,

The Toronto Public Library's decision to host an event featuring Meghan Murphy has come to my attention. After reading your October 15 public statement, I feel that as a past Vice Chair of the Toronto Public Library Board I must convey my deep disappointment that TPL is platforming contemptible and hateful anti-trans speech. I have copied Nancy Marshall as I hope this will be shared with the Library Board, as well as board members Councillors Perks and Ainslie, and Glad Day Books co-owner Michael Erickson, who is a community leader on this issue.

What follows is a lightly edited version of a public comment I posted on Twitter earlier today.

As a former vice-chair of TPL's board, the statement from the City Librarian is disappointing and a poor interpretation of the Community and Event Space Rental Policy that will harm trans people. The policy is clear that even promoting "contempt" based on one of several grounds, including gender identity, can be cause for canceling a room booking. The City Librarian contends that to cancel a room booking discrimination, contempt or hatred would need to be the express purpose of the booking or a listed speaker would need to be charged with or convicted of hate speech under the Criminal Code.

This allows hateful people to use thinly-veiled euphemisms to platform hate in our libraries. That's exactly what is happening when Meghan Murphy is given space for what the group's room booking application says is "To have an educational and open discussion on the concept of gender identity and its legislation ramifications on women in Canada." This description is merely a flowery way of saying that a group of cis-gender people will discuss the existence and legal rights of trans people as though trans people's human rights are up for debate. At minimum this showing contempt for trans people and I would say is hate speech. Meghan Murphy is well-known for these views and there is every reason to believe she will incite hate against trans people when she speaks at TPL.

Censorship is a real concern that librarians are trained to fight, and for that I am grateful. But even TPL's room booking policy recognizes that there are limits to what libraries should platform. Our public libraries are for everyone, and must be safe for all members of our community, especially those, like trans people, who frequently face discrimination. Simply put, TPL cannot platform Meghan Murphy and continue to call yourselves "supporters" and "champions" of LGBTQ2S+ communities.

For the reasons above, I stand with trans people and everyone calling on TPL to uphold trans human rights, follow your Community and Event Space Rental Policy, and in so doing cancel Meghan Murphy.

Sincerely,

Adam Chaleff

519 Church Street
Toronto, Ontario M4Y 2C9

Tel: 416 355-6771
Fax: 416 392-6874
MLawless@The519.org

October 16, 2019

Sue Graham-Nutter, Board Chair
Toronto Public Library
C/O Library Board Officer Nancy Marshall
nmarshall@tpl.ca

Dear Sue:

On behalf of the Board of The 519, I wanted to reach out to you to express our concern that the Toronto Public Library has agreed to host and upcoming event on October 29, 2019 involving Meaghan Murphy.

This individual seeks to promote essentialist understandings of sex as purely biological, that not only denies the experiences and existence of trans women but ignores the disproportionate rates of violence they experience precisely because of their identity as women. We fundamentally believe that this event contravenes Bill 33 Toby's Law under the Ontario Human Rights Code, as well as the spirit and intent of the City of Toronto's Anti-harassment and discrimination policies.

We respectfully request that you review the information related to this event in a much broader context, including reviewing a similar event at the Vancouver Public Library and the background of the speaker. We appreciate that being in service to the public, including the provision of accessible space comes with great responsibility and complexity. As public institutions and leaders on equity and human rights issues, creating a space for discussion that will further harm and advance hatred against an already marginalized community is unacceptable.

Below is a copy of our statement that our Executive Director, Maura Lawless shared with Vickery Bowles yesterday before we shared it publically today:

Essentialist understandings of sex, including the assertion that trans women are not women, does absolutely nothing to combat violence against women.

Intersectional feminism requires us to respond to misogyny in ways that demonstrate an analysis of our different experiences as women, including an appreciation that we are all impacted differently. Misogyny and patriarchy will continue to find new ways to divide us – a reality that we must reject through efforts that show genuine solidarity and movement building that is expansive rather than exclusionary.

The 519 calls on the [Toronto Public Library](#) to recognize the harm that is caused by allowing an event to take place that promotes discrimination and hate through an ideology that erases and further marginalizes trans women, and remedy this harm by cancelling this event immediately.

As a sister City Agency, we truly value our relationship with the Toronto Public Library and the work you are doing with our Education and Training Department is doing with library staff to make spaces more inclusive for LGBTQ2S+ communities. We ask that the Toronto Public Library bravely stands against this event and any event that promotes discrimination, hate and violence toward marginalized women and cancels this event immediately.

Sincerely,



David Morris

CC: Mayor, John Tory
Councillor, Paul Ainslie
Councillor, Gord Perks
Councillor, Kristyn Wong-Tam, ex-officio Board Member of The 519
City Librarian, Vickery Bowles

Nancy Marshall

From: Malgosia Starszyk [REDACTED]
Sent: Thursday, October 17, 2019 9:09 AM
To: Nancy Marshall
Subject: Room Rentals & speaker M. Murphy

Dear TPL Board Members,

I truly admire perseverance of the Toronto Public Library to keep the library's premises open to all, regardless of their views. As the Board Members of the largest library system in Canada your position on the freedom of speech and freedom of expression is vital. I wish you all the strength to face the negativity and persistent attacks of those, who would like the library to back off from its principle of equality and freedoms.

I am an immigrant and I came to Canada from the communist country as a refugee 38 years ago. I came to Canada because I believed then in what you are trying to save at this moment. It is such a shame that nowadays so many Canadians don't even understand that by attacking freedom of expression and freedom of access to public spaces of others, they attack future freedoms of themselves.

Keep up the fight and provide access and welcoming spaces to every Canadian, regardless of their views. All the best.

Malgorzata Starszyk
Mississauga, Ontario
[REDACTED]

Nancy Marshall

e.

From: Claire Forsyth [REDACTED]
Sent: Thursday, October 17, 2019 12:04 PM
To: City Librarian
Cc: Elizabeth Sutter; Nancy Marshall; councillor_perks@toronto.ca; councillor_ainslie@toronto.ca
Subject: Meghan Murphy Event

To the City Librarian, Board Members, and Branch Manager,

I was deeply saddened to see a picture of my childhood library branch in an article about the boycotts to TPL. This is a building where I spent so much time, was so inspired and held safe - things that likely made it possible for me to find queerness and eventually pursue work as a librarian and archivist. The event you are hosting tells trans people and the broader LGBTQ2S community that they are not safe at the Toronto Public Library.

In giving a platform to Meghan Murphy, someone who continually attacks the existence and rights of trans people, you are telling the LGBTQ2S community that their humanity is up for debate. Choosing to provide this space is not just about "equity" - TPL is knowingly entering into a contract with someone who promotes hateful rhetoric against a marginalized community.

TPL claims to be upholding free speech, but there is no room for "civil discourse" with someone who denies your right to exist. Trans people's humanity is not a question for debate. If you do not cancel this event, you will lose the trust of the LGBTQ2S community who you claim to support.

I urge you to listen to the Library Workers Union and the 3000+ people who have now spoken out against this dangerous decision and please cancel the event.

Sincerely,

Claire Forsyth, MLIS
Media Archivist

Vickery Bowles

From: Toni Samek <asamek@ualberta.ca>
Sent: Thursday, October 17, 2019 10:18 PM
To: Vickery Bowles
Subject: Toni Samek Statement of Support for the TPL Board

Hello Vickery,

When time permits, please forward this supportive missive on my behalf to the parties below with sincere thanks! toni

—
Dear Ms Graham-Nutter, Board Chair, and Board Members,

My sustained academic work in information ethics prompts me to vigorously support the Toronto Public Library's (TPL) principled statement, professional stand, and courageous leadership in the face of adversity with respect to its decision to allow a third-party to rent a theatre for an event at TPL in accordance with TPL Board policy.

In Canada, the CFLA-FCAB Statement on *Intellectual Freedom and Libraries* affirms the "right to safe and welcoming places and conditions. To this end, libraries make available their public spaces and services to individuals and groups without discrimination." This is reinforced in the CFLA's "Position on Third Party Use of Publicly Funded Library Meetings Rooms and Facilities: An Interpretation of the Canadian Federation of Library Associations' Statement on Intellectual Freedom and Libraries" (approved March 2019).

Meanwhile in its *Code of Ethics for Librarians and Other Information Workers*, the International Federation of Library Associations and Institutions (IFLA) sets the international standard at recognizing "the human necessity of sharing information and ideas implies the recognition of information rights. The idea of human rights, particularly as expressed in the United Nations Universal Declaration of Human Rights (1948), requires us all to recognise and acknowledge the humanity of others and to respect their rights. In particular, Article 19 sets out rights of freedom of opinion, expression and access to information for all human beings."

Without the active protection of intellectual freedom, such as yours, our other library core values could and would not be realized. We need the one to have the others!

Sincerely,
Dr. Toni Samek
Professor and Chair

-- Dr. Toni Samek is a Professor and Chair at the School of Library and Information Studies, University of Alberta. Toni's books include: *Intellectual Freedom and Social Responsibility in American Librarianship 1967 to 1974*; *Librarianship and Human Rights: A twenty-first century guide*; *She Was a Booklegger: Remembering Celeste West*; and, *Information Ethics, Globalization and Citizenship: Essays on Ideas to Praxis*. Her scholarship has appeared in translation in such countries as Bosnia and Herzegovina, Brazil, Japan, Spain, Sweden and Turkey. Toni twice convened the Canadian Library Association's Advisory Committee on Intellectual Freedom and served two consecutive terms on the Canadian Association of University Teachers' Academic Freedom and Tenure Committee. She currently serves on the Canadian Federation of Library Associations' Intellectual Freedom Committee, the Advisory Board of Canada's Centre for Free Expression, and the Advisory Board of the International Centre for Information Ethics. Toni received the debut *Library Journal* Teaching Award in 2007, a Faculty of Education Graduate Teaching Award in 2009, and the 3M National Teaching Fellowship from the Society for Teaching and Learning in Higher Education in 2012. In 2013, Toni was honoured with the University of Wisconsin-Madison School of Library and Information Studies Distinguished Alumna Award. She is the recipient of the 2017 Library Association of Alberta President's Award, which recognizes the efforts of an individual who has made a major impact on a province-wide basis in the library field in Alberta. And in 2018, Toni was awarded Honourary Membership into the Golden Key International Honour Society University of Alberta Chapter in recognition of her academic and career achievements, as well as ability to build strong connections between the School of Library and Information Studies, the University of Alberta and students.

Toni Samek, PhD
Professor and Chair
School of Library and Information Studies
Faculty of Education
7-167J Education Centre North
University of Alberta
Edmonton, Alberta, CANADA T6G 2G5
toni.samek@ualberta.ca
Phone: 780-492-3932

Nancy Marshall

From: chris.winsor chris.winsor <chris.winsor@sympatico.ca>
Sent: Thursday, October 17, 2019 6:59 PM
To: City Librarian
Cc: Linda Hazzan; Nancy Marshall
Subject: Meghan Murphy Appearance - thank you for your stance

I am writing to heartily endorse the Toronto Public Library's position with regard to the appearance by author/blogger Meghan Murphy.

For the record, I am a supporter of the aspirations and rights of transgender persons. However, I am an equally passionate supporter of free speech.

I am proud that my library system, in part supported by my taxes, stands as a beacon of sanity, integrity and moral rectitude with this stance.

It is a dangerous world when discussion and ideas are policed in advance of their airing, and a climate of fear and reprisal dominates much needed social discourse.

SIncerely,

Chris Winsor

446 O'Connor Drive, Toronto Ontario M4J2W6

416-970-8739

Nancy Marshall

h.

From: Caitlin Belle [REDACTED]
Sent: Sunday, October 20, 2019 9:03 PM
To: Nancy Marshall
Subject: Meghan Murphy Concerns

Dear Secretary, and Members of the TPL Board,

Please withhold my name and contact information from public records, if a record is made for the general public.

I am writing to express my discomfort with the upcoming room rental to Meghan Murphy. Based on the speaker's documented history, I believe the rental allowance to this individual will create an unwelcome environment for marginalized library users.

I acknowledge the argument of free speech, and note that the speaker's intention for the room has been presented as, "...an educational and open discussion on the concept of gender identity ...", however, I think it is purposely naive to believe this to be the true intention of the event. Her curated website presents these gender discussions frequently, and there is a common theme of trans exclusion. As examples, discussions of gender related to safe spaces and breastfeeding, (<https://www.feministcurrent.com/2018/08/22/im-coming-support-women/> , <https://www.feministcurrent.com/2019/08/21/why-are-women-are-being-erased-from-breastfeeding-advocacy/>). Although published a year apart, the argument stays consistent: that trans women present a threat to women, or at least, present a limitation to woman as a whole if they are included. I find this disparaging to the trans population by the implication that they are a separate group, and a danger.

With cultural progression comes changing standards for what is discussed freely in public environments. A person's free speech is limited when their words represent a degradation to a marginalized group. I believe Ms. Murphy has a history of confrontational and hurtful rhetoric towards trans individuals, and I believe she will bring these to the TPL event. When a library finds their defense consisting of, "they haven't been charged for hate speech", I think it is important to think about the standards expected of speakers. Is discrimination conviction really where TPL draws the line?

Caitlin Belle



October 21, 2019

Toronto Public Library Board
789 Yonge Street
Toronto, Ontario M4W 2G8

Dear Ms. Graham-Nutter, Board Chair and Board Members:

The Urban Libraries Council maintains a core commitment to the essential role of libraries as community leaders for race and social equity, democracy, empathy and inclusion. ULC and our member libraries stand firmly as leaders for protecting and empowering vulnerable populations, including members of the LGBTQIA+ community. It is because of — not despite — that fundamental dedication to equity that ULC supports Toronto Public Library's decision to rent space for the discussion on "Gender Identity: What Does It Mean for Society, the Law and Women?"

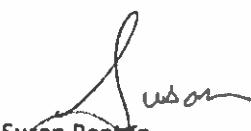
Numerous parties have asked the library to refuse space for this event due to the presenter's publicly expressed belief in limiting the rights of trans-identified women, including their ability to use women's restrooms. The library has listened to the serious concerns about this event's potential for promoting hate speech or fostering discriminatory behavior, which would not only violate the library's Community and Event Space Rental policies, but also undermine its trusted reputation as a safe and welcoming community hub. TPL performed extensive research on the event's intended discussion points and the speaker's previous presentations to determine that the "Gender Identity" session will not promote hate speech or discriminatory actions.

Since this event will not violate the library's policies — TPL must remain firm in its decision to provide space for the presentation, even if it is likely to include conversations that are uncomfortable, or in opposition, to many city residents. Above all, the decision about whether or not to deny space for this event is a decision about whether or not to protect freedom of speech. As champions of democracy, equity and the free exchange of ideas, libraries must sometimes take a stand so that unpopular or controversial opinions can be heard. It is only by providing a forum for all voices and engaging in difficult conversations that libraries can ensure marginalized communities are able to state their beliefs and be assured equal treatment.

In communities across North America, residents regularly pressure libraries to exclude or remove LGBTQIA+ programming and content — and, many of those systems cave in to that pressure. More than half of libraries' banned books feature LGBTQIA+ themes. Along with vulnerable, underrepresented individuals such as those in the LGBTQIA+ community, we all stand to lose when libraries fail to preserve freedom of speech. By refusing to cancel the "Gender Identity" panel, TPL is demonstrating a vital message that everyone is welcome at the library and varying opinions and voices are valid in a democratic society.

That message is directly in line with TPL's core values of equity, diversity, intellectual freedom, inclusion and integrity. It is vital that the TPL board supports the library's refusal to compromise its values or diminish its role as a leader for race and social equity. As one of the world's largest public library systems, TPL has a special responsibility to ensure it is modeling ethical, progressive library practices and demonstrating an unwavering commitment to upholding democracy.

Sincerely,


Susan Benton
President and CEO, Urban Libraries Council



The Secretary
Toronto Public Library Board
789 Yonge Street
Toronto, ON
M4W 2G8

Delivered via email

October 21, 2019

To the Toronto Public Library Board of Directors,

I am writing on behalf of the Canadian Civil Liberties Association (CCLA) to express our support for the Toronto Public Library's decision to honour the third-party room rental booking to a group hosting controversial speaker Meghan Murphy.

Since 1964, CCLA has been Canada's leading voice on civil liberties. We have appeared before the Supreme Court of Canada more than any other domestic human rights NGO. We're an independent, non-partisan, non-profit/charity, which also teaches over 10,000 students every year about rights and freedoms.

As a public institution that makes rental space available to the general public, your library has long upheld its duty to do so equitably and in a manner that is respectful of free speech and equality. Not an arbiter of the truth, libraries are a platform for its pursuit. It should not be put in the position of assessing which views are acceptable and which are not. If the content to be communicated at an event does not tread into the territory of illegal hate speech, a speaker should be allowed to use the space in the same fashion as anyone else. Adopting a different approach would countenance the de-platforming of speakers because we don't like, or disagree with, what they have to say. Freedom of expression is vital in a free and democratic society, and public libraries have long been champions of that principle. In our view, the decision to honour the third-party room rental is in keeping with this long-standing role of public libraries and with the TPL's Community and Event Space Rental policy. It is also relevant, in our view, that Ms. Murphy is not being hosted by the library at a library-sponsored event. She is speaking at an event hosted by an organization that has rented library space, for a fee, as any member of the public may do.

That said, as a champion of both free speech and equality, we have to take very seriously views to the contrary, particularly by defenders and members of the transgender community, about the anticipated content of Ms. Murphy's talk. We agree that government discrimination on the basis of sexual orientation or gender identity is unconstitutional and wrong. CCLA strongly supports the rights of the trans community to live free from discriminatory laws. We do not share the views of Ms. Murphy, but we defend her right to express them. In particular, although Ms. Murphy opposed Bill C-16 (which added gender identity and expression to the prohibited grounds of discrimination in the *Canadian Human Rights Act*), CCLA was a strong supporter of that Bill. We have fought fiercely for the rights of trans and non-binary people and will continue to do so. But our views about the wisdom of Ms. Murphy's position cannot dictate whether she is allowed to speak in a public venue. Nor can the views of the library's staff, Board, or members of the community.

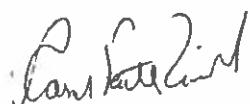
The suggestion by some that what Ms. Murphy says amounts to hate speech is a misinterpretation of the law, which defines hate speech in strict terms in light of Canada's constitutional protection of free

expression. In its most recent articulation on the subject, the Supreme Court explicitly stated that hate speech laws do not "prohibit expression which debates the merits of reducing the rights of vulnerable groups in society." (*Whatcott v. Saskatchewan*, 2013 SCC 11, para. 51) In our view, the position that Ms. Murphy is engaged in illegal hate speech simply has no merit.

While robust protection for freedom of expression can allow for the expression of discriminatory and unsavoury views, it is important to appreciate that it has also been vital to advancing the rights of marginalized groups. At a different historical moment, a policy that allowed the library to turn away unpopular or controversial speakers would have almost certainly been used to prevent members of the trans community from renting library space for events. Freedom of expression is entrenched in the *Canadian Charter of Rights and Freedoms* precisely for the purpose of protecting unpopular views, whether they be for or against minorities.

Once again, we support the TPL's decision and its courage to stand up for freedom of expression in the face of pressure to cancel the booking.

Sincerely,



Cara Faith Zwibel, LL.B., LL.M.
Director, Fundamental Freedoms Program
(416) 646-1409
czwibel@ccla.org



October 18, 2019

Toronto Public Library Board
789 Yonge Street
Toronto, Ontario M4W 2G8

Dear Ms Graham-Nutter, Board Chair, and Board Members,

The Canadian Urban Library Council / Conseil des Bibliothèques Urbaines du Canada members support Toronto Public Library's decision to allow a third-party to rent a theatre for an event at Toronto Public Library (TPL) in accordance with TPL Board policy. This Community and Event Space Rental policy states explicitly that: "Permission to use these facilities does not imply any endorsement of the aims, policies or activities of any group or individual." Additionally, the policy states: "The Library requires potential users of Community Space Rentals to confirm that they will not be conducting any business or activities that are in violation of 4.4(a)(i) of the policy, the Criminal Code of Canada (including hate propaganda laws) or the Ontario Human Rights Code."

Intellectual freedom and freedom of speech are essential to a democratic society, and public libraries must continue to protect these rights for all, even when views are contrary or offensive to many in the community.

Every individual, no matter what their background, opinions, and/or beliefs, has the right to freedom of expression and the right to access library services and spaces, providing their conduct complies with all applicable laws and library policies. These concepts are articulated in the Statement on Intellectual Freedom and Libraries approved by the Canadian Federation of Library Associations / La Fédération canadienne des associations de bibliothèques, and in TPL's values as endorsed by the TPL Board.

While it is recognized that some ideas expressed through library collections, programs, events and organizations that rent meeting rooms may, on occasion, be offensive to some or even many, it is imperative that public libraries continue to uphold the rights and values of intellectual freedom and freedom of expression which are fundamental to a democratic society.

Sincerely,

Pilar Martinez

Chair, Canadian Urban Libraries Council / Conseil des Bibliothèques Urbaines du Canada (CULC/CBUC)
CEO, Edmonton Public Library, on behalf of:

Alvin M. Schrader, Professor Emeritus, School of Library and Information Studies, University of Alberta

And the following members of CULC/CBUC:



Alberta

Mark Asberg, Chief Executive Officer, Calgary Public Library
Shelley Ross, Chief Executive Officer, Red Deer Public Library
Melissa Flett, Director, Wood Buffalo Regional Library

British Columbia

Beth Davies, Chief Librarian, Burnaby Public Library
Todd Gnissos, Executive Director, Coquitlam Public Library
Scott Hargrove, Chief Executive Officer, Fraser Valley Regional Library
Maureen Sawa, Chief Executive Officer, Greater Victoria Public Library
Don Nettleton, Chief Executive Officer, Okanagan Regional Library
Susan Walters, Chief Librarian, Richmond Public Library
Surinder Bhogal, Chief Librarian, Surrey Libraries
Rosemary Bonanno, Executive Director, Vancouver Island Regional Library
Christina de Castell, Chief Librarian, Vancouver Public Library

Manitoba

Ed Cuddy, Manager of Library Services, Winnipeg Public Library

New Brunswick

Sylvie Nadeau, Executive Director, New Brunswick Public Library Service

Nova Scotia

Åsa Kachan, Chief Librarian & Chief Executive Officer, Halifax Public Libraries

Ontario

Lauren Jessop, Chief Executive Officer, Barrie Public Library
Rebecca Raven, Chief Executive Officer, Brampton Library
Lita Barrie, Chief Executive Officer, Burlington Public Library
Steve Kraft, Chief Executive Officer, Guelph Public Library
Paul Takala, Chief Librarian, Hamilton Public Library
Helen Kelly, Chief Executive Officer, Idea Exchange – Cambridge
Lester Webb, Interim Chief Librarian & Chief Executive Officer, Kingston Frontenac Public Library
Mary Chevreau, Chief Executive Officer, Kitchener Public Library
Michael Ciccone, Chief Executive Officer, London Public Library
Catherine Biss, Chief Executive Officer, Markham Public Libraries
Mark Williams, Chief Librarian, Milton Public Library
Lori Kelly, Director, Mississauga Library System
Tara Wong, Chief Executive Officer, Oakville Public Library
Frances Newman, Chief Executive Officer, Oshawa Public Library
Danielle McDonald, Chief Executive Officer, Ottawa Public Library
Louise Procter Maio, Chief Executive Officer, Richmond Hill Public Library
Ken Su, Chief Executive Officer, St. Catharines Public Library
John Pateman, Chief Executive Officer, Thunder Bay Public Library
Margie Singleton, Chief Executive Officer, Vaughan Public Libraries
Laurie Clarke, Chief Executive Officer, Waterloo Public Library
Kitty Pope, Chief Executive Officer, Windsor Public Library

Quebec

Jean-François Roulier, Chef de division Planification et expertise, Bibliothèques de Laval
Ivan Filion, Directeur, Bibliothèque de Montréal
Martin Dubois, Directeur général de la Grande Bibliothèque, Bibliothèque et Archives nationales du Québec
Carol Laguë, Chef de division, Bibliothèque municipale de Gatineau

Saskatchewan

Jeff Barber, Chief Executive Officer, Regina Public Library
Carol Cooley, Director of Libraries & Chief Executive Officer, Saskatoon Public Library

cc Jefferson Gilbert, Executive Director, Canadian Urban Libraries Council / Conseil des Bibliothèques Urbaines du Canada (CULC/CBUC)
Vickery Bowles, City Librarian, Toronto Public Library

Nancy Marshall

From: Edward Gibbard <edward.gibbard@gmail.com>
Sent: Monday, October 21, 2019 1:10 PM
To: Nancy Marshall
Subject: Thank You

To Vickery Bowles
c/o Nancy Marshall and the Toronto Public Library Board

I'd like to thank Vickery Bowles and the Toronto Public Library for having the courage of their convictions by allowing the Meghan Murphy event to proceed. I'm sorry to say that I expect the event will end up being a debacle given the fervour of her opponents. Mayor Tory should have taken a stand and invited her to speak at city hall rather than exacerbate the situation by condemning what was clearly the right decision. Whatever your views on this subject, having rational conversations about difficult topics can't be considered hate speech and I applaud the library for supporting such a basic principle.

I would attend in quiet support if the venue allowed but it is sold out and I have no interest in trying to counterbalance the crowd that I'm sure will be there in opposition. Please remember that, much like on twitter, the fringe extremes will be grossly overrepresented on the day of the event. The silent majority will be at home safe in the knowledge that at least one Toronto institution stands firm in support of free thought.

King Regards,
Ed Gibbard

Edward Gibbard
edward.gibbard@gmail.com

m.



By email: nmarshall@tpl.ca

October 18, 2019

Ms. Sue Graham-Nutter
Chair
Toronto Public Library Board
789 Yonge Street
Toronto, ON M4W 2G8

Dear Ms. Graham-Nutter,

I am writing in relation to the controversy arising from the Toronto Public Library renting space at a branch for a talk by Meghan Murphy. Like many of those calling on the TPL to cancel the room booking, I find Ms. Murphy's views offensive. But in a democracy, offensive views are neither illegal nor a basis for censorship by public bodies.

Our public libraries play an especially important role as public places, open to all, and committed, as articulated in the TPL mission statement, to provide free and equitable access to services which meet the changing needs of Torontonians and to preserve and promote universal access to a broad range of human knowledge, experience, information and ideas in a welcoming and supportive environment. "Welcoming and supportive" does not mean the absence of possible exposure to challenging or offensive ideas whether written, visual, or spoken. In fact, it means the opposite -- an environment where diversity of views is welcomed, and people are not excluded because they hold minority viewpoints or perspectives disdained by the majority.

For democracy to survive, it must be an unending public discourse over what is legitimate and what is illegitimate, without the state and public bodies being able to shut down that discourse in the name of the majority at any one point in time.

As I wrote for our Centre for Free Expression blog yesterday, critics of Murphy make several arguments, but they all rest on the claim that free expression rights conflict with equality, and, in such situations, equality should prevail. Murphy's critics are right that we live in a transphobic society in which transgendered people are marginalized. But censoring offensive expression, attractive as it may seem, is not a road to equality or an end to marginalization, nor does censorship ever lead to equality.

Public libraries have long been democratic society's bulwark against censorship – even when it may be deeply unpopular to do so. In championing intellectual freedom, public libraries make real their commitment that all persons in Canada have a fundamental right, subject only to the Constitution and the law, to have access to the full range of knowledge, imagination, ideas, and opinion, and to express their thoughts publicly. An important part of this is making their facilities available to all

members of the public provided only that the events are conducted in a manner consistent with the library's code of conduct and that no illegal behaviour takes place.

If Meghan Murphy engages in illegal hate speech on October 29th, she can be charged. But it is not the role of a public library to abandon its principled commitment to intellectual freedom in favour of prior restraint – arguably the most serious restriction on the right to freedom of expression -- by cancelling her talk in *anticipation* of illegal expression.

Canadian jurisprudence on expressive freedom registers strong concerns about prior restraint which, by its very nature, prohibits expressive activity pre-emptively, without knowing whether there are justifiable grounds for its limitation.

At a time like this, it is worthwhile to remember the words of then Chief Justice of the Supreme Court of Canada Beverley McLachlin in a case called *R v. Sharpe*. She wrote:

"Among the most fundamental rights possessed by Canadians is freedom of expression. It makes possible our liberty, our creativity and our democracy. It does this by protecting not only 'good' and popular expression, but also unpopular or even offensive expression. The right to freedom of expression rests on the conviction that the best route to truth, individual flourishing and peaceful coexistence in a heterogeneous society in which people hold divergent and conflicting beliefs lies in the free flow of ideas and images. If we do not like an idea or an image, we are free to argue against it or simply turn away. But, absent some constitutionally adequate justification, we cannot forbid a person from expressing it... Because of the importance of the guarantee of free expression...any attempt to restrict the right must be subjected to the most careful scrutiny."

This is precisely the kind of time when principled commitments are most important. The TPL and other public libraries in Canada have played a vital role in protecting and promoting our intellectual freedom. I hope you continue that tradition on the 29th.

Yours sincerely,



James L. Turk
Director
Centre for Free Expression
Ryerson University
www.cfe.ryerson.ca

Trans Women's Association (TWA)
c/o PO Box 9990 HK 398 165
RPO Dupont
Toronto, ON M5R 0A7

October 20th, 2019

Without Prejudice

Toronto Public Library Board
c/o Nancy Marshall, Library Board Officer (via email: nmarshall@tpl.ca)
Sue Graham-Nutter (Chair)
Paul Ainslie (CoT Council)
Jonathan Hoss
Fenton Jagdeo
Jennifer Liu
Gord Perks (CoT Council)
Alim Remtulla

Toronto Public Library Foundation Board
Sarah Fulford c/o Jennifer Jones, President (via email: jones@tpl.ca)

Canadian Union of Public Employees
Michael Hancock, President (via email: adesjardins@cupe.ca)

RE: Meghan Murphy / Palmerston Branch TPL Oct. 29, 2019
Ontario Human Rights Code
TPL Vision, Mission & Values
CoT Equity, Diversity and Inclusion

It has come to my attention that Toronto Public Library is allowing Meghan Murphy to use TPL space to speak at a hosted event. Meghan Murphy has a reputation as a Trans Exclusive Radical and has engaged in speech which if used in Ontario may violate Ontario Human Rights Code (OHRC), TPL policy, City of Toronto policy, CUPE policy and/or hate speech laws. We have yet to test Canadian Human Rights protections in this area and are fully prepared to do so, given her national program.

Specifically, it has come to my attention that TPL may have been given advice which may have been based upon an imprecise question to legal counsel. In Ontario the Ontario Human Rights Code is quite clear regarding accommodation, which is different than criminal hate speech. Equity policies adopted by all three organizations also provide clear guidance to the board in the form of a much lower bar than criminality. So while your legal council may be correct that is likely no criminality will occur at the event, a violation of OHRC and/or specific involved organization policy is likely to occur, not limited to what the speaker, organizer or participants promote and/or derived TPL financial benefit from hosting such event.

Further, TPL Board has been notified by other organizations that the reason(s) stated for hosting Meghan Murphy are disingenuous. The union representing library staff has asked for this event to be cancelled and disregarding such a request may be seen a reckless, if not obviously callous. It would be beyond disappointing to discover that any member of CUPE had any part in supporting this event. Given the number and credibility of such notifications from authoritative sources makes ignorance as a defense laughable.

Continued ...

Megan Murphy's unpleasant derisions target one specific group of the LGBT community, and it would require Olympic level legal gymnastics to persuade anyone she did not choose her words without prior thought and full intent. Knowing all of this and still hosting this event is harmful to members of the LGBT community.

This letter serves as formal notice that a violation of at least one of the above stated laws and/or policies is likely and further, a reasonable person would not facilitate, promote or profit from any such event. Each member must weigh their options in the light of joint and several actions to compel upon members of the board, for which directors and officers liability insurance likely would not provide coverage. Each member should consider both their position on this matter and their reputation carefully, as next steps may become public record.

Reasonableness is found in two possible actions;

- A) Cancelling the event outright
- B) Ensuring no such event is booked in the future

If the event is permitted to proceed, resolutions after the fact may include sizable financial settlements to offset harm done, to cover the cost of educating every member of TPL staff, each of the boards involved and to fund awareness programs.

I look to the Board of Toronto Public Library to provide direction to the management and staff in this regard. And, to remind all that the library is a charitable organization and a public dispute is not in the interest of board members nor the customers of the library system.

As time is short, I also look to the board to provide minutes fully supporting the solution presented and thus avoid actions to compel compliance with the above stated code and policy. Failure to act in a reasonable manner may result in vigorous pursuit of this matter by every legal means.

In the year 2019 this letter should be unnecessary, and one would expect better from an otherwise rock-solid community organization that does an otherwise adequate job in promoting equality.

Melissa Hudson
Advocate
Trans Women's Association

CC. His Worship John Tory Mayor, City of Toronto (via email: mayor_tory@toronto.ca)
Susan E. Opler, Ombudsman City of Toronto (via email: susan.opler@toronto.ca)

MH/pc

O.

From: Ana-Maria Critchley
Sent: Monday, October 21, 2019 1:39 PM
To: Nancy Marshall; Vickery Bowles; Pam Ryan
Subject: Communication to the Board

Dear Members of the Toronto Public Library Board.

I write in defence of the brave stand taken by Vickery Bowles in defence of free speech. Sadly, it seems that more and more groups in Toronto, under the guise of being defenders of the oppressed, are behaving like Stalinist-era soviets, ferociously dictating to others what is suitable to be heard or read. Far too often these groups are allowed to utter their nonsense without others making reasonable counterarguments. Fortunately for the City of Toronto—indeed, for all of Canada--Ms Bowles has taken a principled stand. Moreover, she has been vocal in explaining her reasons for her position, and has made eminent sense in doing so. There will be many censorious, silly people, posing as white knights, who will disparage her arguments--and probably the woman herself. Regardless, I hope the Library Board sees the wisdom of her stance. Furthermore, I exhort the Board to be public, clear, and unequivocal in its defence of free speech and of Ms Bowles' remarks. Who better than the Chief Librarian to stand up for free speech?

For your information, I am an internationally-published author, a Member of the Order of Canada, and am the founding Artistic Director of the International Festival of Authors. You may also wish to know that I have made many scouting trips to several nations where writers are not allowed to speak their minds—and such countries are intellectually woeful places indeed. Only by vigorously defending the right of citizens to speak unpopular truths or to communicate viewpoints with which we disagree can we be sure we do not become one of those lamentable lands where writers self-censor and are never seen to question dogma.

Yours cordially,
Greg Gatenby

Nancy Marshall

P.

From: Dawn Miklaski [REDACTED]
Sent: Sunday, October 20, 2019 11:52 PM
To: Nancy Marshall
Subject: Thank-you for Supporting Freedom of Speech

Nancy,

Thank-you for supporting freedom of speech in Canadian libraries. This is what makes Canada special. An opportunity for many ideas to be expressed and ideas discussed. Well done Ms. Bowles on defending freedom of speech even when she does not necessarily agree with that point-of-view.

Sincerely,

Dawn Miklaski

Sent from my iPhone



October 21, 2019

To: Toronto Public Library Board and Administration

Re: Toronto Public Library Transphobic Room Booking

We are librarians and library workers who have come together to discuss issues around intellectual freedom and the problem of transphobia in our communities and our libraries. We are extremely concerned by the emerging pattern of public libraries and universities allowing transphobic speakers to use their space to spread hate and undermine trans rights. We write this letter in solidarity with Toronto Public Library users, members of the literary community, Toronto Public Library Workers Union members, and transgender people in Toronto and beyond.

Toronto Public Library's room rental for the event "Gender Identity: What Does It Mean for Society, the Law, and Women?" is the latest example of this pattern. The event features Meghan Murphy, a well-known transphobic speaker. Earlier this year, Vancouver Public Library allowed Murphy to book their space for an event, during which "five speakers asserted that trans women are not women and should not be treated as women" (Vancouver Pride Society). Murphy has repeatedly called trans women men and opposed Bill C-16, which added gender identity and expression as protected grounds under the *Canadian Human Rights Act*.

Section 4.4a of TPL's Community and Event Space Rental policy makes clear that TPL can deny or cancel the bookings of groups that are "likely to promote, or would have the effect of promoting discrimination, contempt or hatred for any group or person on the basis of...gender identity [or] gender expression." These provisions were developed in response to prior room bookings by hate groups, and intended to prevent these types of bookings in future ("Toronto library bars hate groups from renting space," Samantha Beattie, Dec. 11 2017). TPL is clearly choosing not to exercise these provisions.

Therefore, we believe that **policy is not the problem**. The core issue is one of institutional will. Toronto Public Library has a responsibility to reject transphobic rhetoric and not allow the value of intellectual freedom to be co-opted by those who spread hate and inflict harm on those who are vulnerable, under-represented, and historically excluded. Their decision not to do so makes TPL complicit in the spread of trans-antagonistic hatred.

TPL's statements about the event heavily imply that a compromise must be struck between upholding intellectual freedom and equity and diversity. Although we believe that intellectual freedom is central to libraries' mission and existence, we do not believe these values are in opposition to one another. A commitment to intellectual freedom does not require public libraries to provide a platform for hate. Intellectual freedom has often meant freedom for those who already have the loudest voices, the biggest platforms, and access to the seats of power, and libraries must begin to reevaluate this value through an anti-oppressive lens in order to find

ways for the values of intellectual freedom, equity, diversity, and community connection to be realized in mutually-reinforcing ways.

We believe that in the current situation, TPL must demonstrate its professed commitment to LGBTQ2SIA+ community through action. As such, we call on Toronto Public Library to cancel this room booking and its leadership to critically assess why, despite a policy and articulated values that support the rejection of this room booking, providing a platform for transphobia was even considered.

Moreover, if TPL City Librarian Vickery Bowles and Board members do not cancel this room booking, it will be a strong demonstration of failed leadership. We then would question how the current City Librarian and Board members could continue to hold authority and their positions when they have ignored their stated values and provided a platform for hate.

Sincerely,

Hazel Plante

Allison Jones

Baharak Yousefi

Leanna Jantzi

Faith Jones

Anne Olsen

Shirley Lew

Shelby Miller

Wanda Power

Daniel Carkner

Indri Pasaribu

Lara Maestro

Claire Williams

Emma Lawson

Jane Schmidt

Reece Steinberg

Alison Skyrme

Ean Henninger

Cristina Freire

Nick Ubels

Kathleen Reed

Luke McLeod

Trina Grover

Jenna Grose

Leila Meshgini

Andrea Lukic

Karen Ng

Lara Wright

Sheila Hammond-Todd

To the members of the Toronto Public Library Board,

Oct 21, 2019

I am writing with a statement of support for Ms. Vickery Bowles' decision to uphold the principles of intellectual freedom in the midst of the controversy regarding Meghan Murphy's room booking. As Ms. Bowles indicates in her public statement, the library is a public institution with the obligation to uphold the fundamental freedoms of thought, belief, opinion and expression as enshrined in the *Canadian Charter of Rights and Freedoms*. Libraries are an essential space for ideas to be stored, accessed, shared, evaluated, and challenged. Its shelves contain countless words that could hurt and offend, and many ideas that are surely wrong-headed. Encountering, engaging with, and learning how to critique wrong-headed ideas is one of the ways we – as individuals and as a society – can advance knowledge. The same is true of the ideas communicated in the library's public meeting spaces. Bookings, like all library activities, must be guided by principles of intellectual freedom. It cannot be the library's role to sort every idea into categories of right and wrong, allowable and censored.

I am a professor of social psychology at Wilfrid Laurier University, with expertise in the dynamics of social inequality, social progress, and political polarization. I served on Wilfrid Laurier's Freedom of Expression Task Force and have engaged deeply with these issues and the times they are in tension with goals of equity, inclusion, and diversity. Note, however, that this statement is my own, not on behalf of the university. I am a progressive, and a firm supporter of LGBTQ2S+ rights. I do not agree with the position taken by Meghan Murphy on many contemporary issues, and I acknowledge that words can hurt and that freedom of expression often places a special burden on marginalized groups. However, in grappling with these difficult issues, I come to the inescapable conclusion that the protection of freedom of expression is essential in the pursuit of social justice, not at odds with it. Historically, free speech protection has been pivotal to movements seeking to dismantle systems of oppression and injustice in society. Free speech is a fundamental tool in the fight for equal rights and social justice. By upholding this principle, however, we must accept that we also uphold it for voices expressing ideas we find objectionable, hurtful, and wrong. As stated by Harvard President Drew Gilpin Faust in her inspiring 2017 commencement address, "...we must remember that limiting some speech opens the dangerous possibility that the speech that is ultimately censored may be our own." (<https://www.harvard.edu/president/speech/2017/2017-commencement-speech>) The power to censor may seem appealing when in the hands of those we agree with, but all too often that power can be used against the very marginalized voices that we seek to protect.

In my estimation, Ms. Bowles and the Toronto Public Library are right to uphold the principle of intellectual freedom. It is clear from Ms. Bowles' public statement that they have carefully considered these issues in light of the library's policy reserving the right to deny booking to groups whose purpose is to promote "discrimination, contempt or hatred for any group or person." Ms. Bowles, in consultation with colleagues and legal experts, concluded that the purpose of the booking request does not cross that line, nor does Ms. Murphy's prior appearance at the Vancouver Public Library give reason to believe she will cross that line in her presentation. Banning a speaker for who they are or based on speculation of what they might say is too loose a standard, and could be used as a cudgel against any number of groups. Some community members may evaluate Ms. Murphy's words as hurtful, but others might seek to

censor speakers (on the same grounds, from their perspective) from Black Lives Matter, proponents of reproductive rights, critics of colonialism or trans rights activists.

I also appreciate Ms. Bowles' contention that the principle of intellectual freedom also protects the right to vigorously dispute Ms. Murphy's ideas: "While TPL encourages public debate and discussion about differing ideas, we also encourage those with opposing or conflicting viewpoints to respectfully challenge each other's ideas and not the library's democratic mandate to provide space for both." One of the best ways to move public understanding forward on controversial issues is to fully engage with and provide considered arguments against the views one finds objectionable. Many of those who oppose Ms. Murphy's presentation are also well-equipped with the best arguments against Ms. Murphy's claims. Respectful civil discourse, including strong disagreement, benefits people acting in good faith on both sides of any debate.

Sincerely,



Dr. Anne Wilson, Professor

Fellow, Canadian Institute for Advanced Research, Successful Societies program

Psychology Department

Wilfrid Laurier University

awilson@wlu.ca

S.

Nancy Marshall

From: thebarleys [REDACTED]
Sent: Saturday, October 19, 2019 9:57 AM
To: Vickery Bowles
Cc: mayor_tory@toronto.ca; Nancy Marshall
Subject: Support for the Toronto Public Library

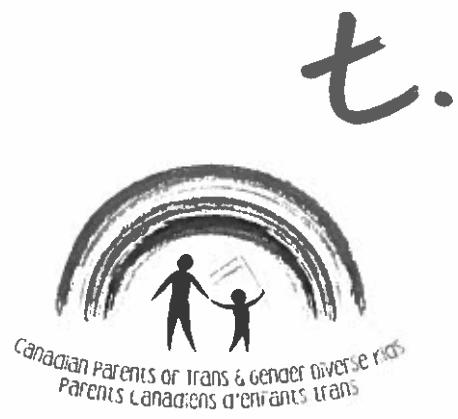
Dear Ms. Bowles,

Thank you for your courage in upholding the right of freedom of speech. It does credit to the Toronto Public Library. Your interview with Carol Off on CBC's As It Happens clearly defined the role of public institutions whose role in part, is to provide a forum for the discussion and debate of topics that are controversial and are seen to be offensive by many people. A democracy needs to hear, debate and make decisions on whether to uphold or condemn unpopular views. As you rightly said, the limit is hate speech as defined by the criminal code.

You have come under the strongest condemnation and I applaud you.

I have copied Nancy Marshall the Secretary of the Board of the TPL and ask that she forward my message to all members of the Board. I have also copied the Mayor, whose views I normally support, but not in this case.

Sincerely,
Catherine Barley



October 22, 2019

Dear Sue Graham-Nutter, Chair Toronto Public Library Board,

As a national group of over 1,000 parents and caregivers of transgender and gender non-conforming children, we appeal to the TPL Board to apply its policy and cancel the Meghan Murphy booking on the grounds that this talk is likely to promote discrimination against transgender people.

Parents from all over the political spectrum and various walks of life, join our group simply because we each have a child who let us know that we were mistaken about their gender. Many of us consulted specialists and looked into the latest research in order to determine the best approach to take. Currently experts agree that gender identity is deeply held by all children, including those that are transgender. Research shows that, like all children, our children fare best when their sense of their gender identity is accepted by family, school and community.

We have listened to City Librarian Vickery Bowles and are deeply disappointed to see the TPL failing our children and our community. Anti-discrimination laws and policies have been extended now to include gender identity. We applaud transgender adults for their persistent work in bringing about the changes from which our children benefit. As parents we find that while we still have to do some educating, our publicly funded institutions (schools, recreation programs, and health care services) largely understand and strive to meet their obligations under current human rights policies.

It is very concerning that the TPL seems to be determined to rent space to an individual who routinely promotes discrimination against transgender people. The TPL has policy that clearly allows for cancellation in these circumstances (4.4.1.a). We know very well that there are people who vehemently fight against the rights of our children and families and wish us harm. We know that some people gain prominence by seeking publicly-funded platforms for their divisive opinions and that they exploit the concept of free speech. We urge the TPL to become more informed about recognizing these disturbing trends.

Additionally, in the past few weeks we have witnessed the TPL's dismissiveness toward the transgender community. Given that trans women face alarmingly high risk of harassment and violence, it is disingenuous of the TPL to say that we can all engage in civil debate about trans rights at an event that draws together Murphy's supporters. Further, TPL is sending the hurtful message to our children and youth that they do not deserve safety in

the library's public spaces, while it is simultaneously sending an encouraging signal to those who wish to further marginalize and harm transgender people.

Murphy claims to represent women and specifically feminists. She is leveraging the view that women need protection in order to push the TPL into upholding her application to speak. In fact, a large number of feminists working in women's shelters and rape crisis centres have expressed clear public support for federal human rights protections for trans women. Many women have disavowed Murphy's anti-trans rights opinions.

Is the TPL aware of how its handling of these events has contributed to a transphobic climate and that this has serious impacts? As parents, we witness the toll that direct and indirect discrimination, harassment, and violence has on children. Sadly, research shows that 47% of trans youth in Ontario thought about suicide and 19% made attempts in the previous year. Acceptance has been identified as the greatest protective factor yet 68% of trans youth report incidents of verbal harassment targeting their gender identity. These are our children and they deserve better from the TPL.

As community members we are calling for the TPL to do the following: show greater respect toward transgender people bringing forward concerns, apply the TPL cancellation policies to this booking, fulfill TPL's obligation to the City of Toronto to not use public funds for the promotion of discrimination, and become better informed about transphobia.

Sincerely,

Canadian Parents of Trans and Gender Diverse Kids/ Parents canadiens d'enfants trans,
Admin Team Members
(names withheld due to concern for the safety of our children and families)

CC

Mayor of Toronto, John Tory
City Librarian, Vickery Bowles
City Councillor, Gord Perks
City Councillor, Paul Ainslie
Director of Branch Operations, Moe Hosseini-Ara
Palmerston Branch Library Service Manager, Elizabeth Sutter



Canadian Federation of Library Associations Fédération canadienne des associations de bibliothèques

U.

October 22, 2019

Toronto Public Library Board
789 Yonge Street
Toronto, Ontario M4W 2G8

Dear Ms Graham-Nutter, Board Chair, and Board Members,

The Canadian Federation of Library Associations – Fédération canadienne des associations de bibliothèques (CFLA-FCAB) supports the Toronto Public Library's decision to uphold Intellectual Freedom, in acknowledgement of libraries' core responsibility to support, defend, and promote the universal principles of intellectual freedom, while safeguarding and fostering free expression.ⁱ

On Tuesday, October 29, 2019 a lecture entitled "Gender Identity: What does it mean for Society, the Law, and Women?" is scheduled to be held at Toronto Public Library's Palmerston Branch.

CFLA-FCAB supports and promotes the universal principles of intellectual freedom as defined in the Universal Declaration of Human Rightsⁱⁱ, which include the interlocking freedoms to hold opinions and to seek, receive and impart information and ideas through any media and regardless of frontiers.

CFLA-FCAB "affirms that all persons in Canada have a fundamental right, subject only to the Constitution and the law, to have access to the full range of knowledge, imagination, ideas, and opinion, and to express their thoughts publicly. Only the courts may abridge free expression rights in Canada." Further, library "employees, volunteers and employers as well as library governing entities have a core responsibility to uphold the principles of intellectual freedom in the performance of their respective library roles."ⁱ

The articles of the CFLA-FCAB Statement on Intellectual Freedom and Libraries are explicit declarations of fundamental principles that should govern the service of all publicly funded Canadian libraries, nonetheless, questions do arise regarding application of these principles to specific library practices. CFLA-FCAB acknowledges the significant public discourse regarding the challenge inherent in the right for free

speech and the desire to foster inclusive environments, particularly for marginalized communities.

Libraries also encounter pervasive confusion that renting space to a third party equates to support for the third party and CFLA-FCAB recommends that libraries assure that Room Booking Policies be in place to ensure that this principle is, as much as is possible, clarified.

CFLA-FCAB's Position on Third Party Use of Publicly Funded Library Meetings Rooms and Facilities: An Interpretation of the Canadian Federation of Library Associations' Statement on Intellectual Freedom and Librariesⁱⁱ provides an interpretation with regards to third party use of publicly funded library meetings rooms and facilities, noting the following points:

- Publicly funded libraries that make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
- CFLA-FCAB affirms that allowing use of its meeting rooms or facilities in no way correlates to the library endorsing the nature of the free expression of any individual or group using a meeting room or facility.
- CFLA-FCAB affirms controversial expression is supported in the library. Equally so, challenge to controversial expression is supported. CFLA-FCAB does not, however, endorse the exercise of prior restraint as a means to avoiding controversy in the library.
- CFLA-FCAB unequivocally directs libraries to work within the Canadian law and human rights codes.
- CFLA-FCAB recognizes Canadian public libraries are subject to the Charter of Rights and Freedoms, which identifies freedom of expression as one of the four fundamental freedoms in Canada, subject only to reasonable limits prescribed by law as can be demonstrably justified in a free and democratic society.
- CFLA-FCAB recognizes there is a wide range of measures available to libraries to minimize and correct violations of the law, expecting libraries to exercise due diligence and avoid being willfully blind to illegal behaviour while ensuring their fundamental commitment to intellectual freedom.
- CFLA-FCAB is mutually committed to intellectual freedom and to zero tolerance for discrimination, believing the two principles are mutually reinforcing.

CFLA-FCAB acknowledges that the issues you are faced with at this time are challenging. CFLA-FCAB is currently planning its next National Forum, to be held in Winnipeg, Manitoba in April 2020, to continue the national discussion and engage in

critical discussion on this topic. We encourage you to join us to share your experience and learning with others who are facing the need for the courageous acts that your Board and City Librarian are undertaking in defence of Intellectual Freedom.

In closing, as previously noted, CFLA-FCAB supports the Toronto Public Library's decision to allow the event as well as the City Librarian's Statement^{iv} on the upcoming third-party room rental. Toronto Public Library is upholding the principles of intellectual freedom in their decision to rent public space to a third-party group for an event with a controversial speaker at the end of October.

Sincerely,



Alix-Rae Stefanko
Chair, CFLA-FCAB
cc. Katherine McColgan, Executive Director

ⁱ CFLA-FCAB Statement on Intellectual Freedom and Libraries
<http://cfla-fcab.ca/en/guidelines-and-position-papers/statement-on-intellectual-freedom-and-libraries/>

ⁱⁱ UN Universal Declaration of Human Rights <http://www.un.org/en/universal-declaration-humanrights/>

ⁱⁱⁱ Position on Third Party Use of Publicly Funded Library Meetings Rooms and Facilities:
http://cfla-fcab.ca/wp-content/uploads/2019/03/CFLA-FCAB_statement_meeting_rooms.pdf

^{iv} City Librarian Statement on Upcoming Third-Party Room Rental Event
https://torontopubliclibrary.typepad.com/news_releases/2019/10/city-librarian-statement-on-upcoming-third-party-room-rental-event-.html

Community Space Rental at Palmerston

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to provide background and context for communications on the third-party community space rental at the Palmerston Branch, October 29th, 2019 included in the Board package for October 22, 2019.

The third-party rental was made under the Toronto Public Library Board's [Community and Event Space Rental Policy](#). This revised policy was approved by the Board in December 2017 after legal advice from external legal counsel and a peer review by a constitutional lawyer in the context of the Canadian Charter of Rights and Freedoms. Further details on the policy review are provided in this report.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. receives this report for information.

FINANCIAL IMPACT

This report has no financial impact beyond what has already been approved in the current year's budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

DECISION HISTORY

The Community and Event Space Rental Policy was last revised by the Library Board at its December 11, 2017 meeting.

<https://www.torontopubliclibrary.ca/content/about-the-library/pdfs/board/meetings/2017/dec11/04-community-and-event-space-rental-policy-revisions-combined.pdf>

ALIGNMENT WITH STRATEGIC PLAN

The Library's mission underlies the Strategic Plan: Toronto Public Library provides free and equitable access to services that meet the changing needs of Torontonians. The Library preserves and promotes universal access to a broad range of human knowledge, experience information and ideas in a welcoming and supportive environment.

ISSUE BACKGROUND

The Community and Event Rental Space Policy was created to provide equitable access to meeting rooms in local communities when the rooms are not in use for library programs or extended study space. Public libraries in North America have a long history of making community rental space available as part of the suite of services they offer. Both the American Library Association¹ and the Canadian Federation of Library Associations² have position statements on third-party room rentals. TPL's policy aligns with these statements, which include the following elements:

- Libraries have a core responsibility to safeguard and foster free expression and the right to safe and welcoming places and conditions. To this end, libraries make available their public spaces and services to individuals and groups without discrimination;
- Facilities are available regardless of beliefs or affiliations of individuals or groups requesting use;
- Allowing use of facilities does not correlate to the library endorsing the nature of the free expression by any individual or group;
- Controversial expression is supported in the library equally so challenge to controversial expression is supported;

¹ Meeting Rooms: An Interpretation of the Library Bills of Rights

<http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/meetingrooms>

² Position on Third Party Use of Publicly Funded Meeting Rooms and Facilities: And Interpretation of Canadian Federation of Library Associations' Statement on Intellectual Freedom and Libraries. http://cfla-fcab.ca/wp-content/uploads/2019/03/CFLA-FCAB_statement_meeting_rooms.pdf

- These statements do not endorse prior restraint as a means of avoiding controversy; and
- Canadian public libraries are subject to the Charter of Rights and Freedoms, which identifies freedom of expression as one of the four fundamental freedoms in Canada, subject only to reasonable limits prescribed by law as can be demonstrably justified in a free and democratic society.

COMMENTS

In 2017, TPL undertook a thorough review of the Community and Event Space Rental Policy. Staff considered the Library's legal obligations including requirements of the Canadian Charter of Rights and Freedoms; the position statements of the American Library Association and the Canadian Federation of Library Associations; the Library's mission to preserve and promote universal access to a broad range of human knowledge, experience, information and ideas in a welcoming and supportive environment; and feedback from members of the public and from other stakeholders. Based on the complexity of this policy issue, TPL engaged an external law firm to review the Community and Event Space Rental Policy. Specifically, the following steps were taken:

- A review from external legal counsel was received, which included an additional peer review of the external counsel's legal memorandum by an Osgoode Hall constitutional lawyer in the context of the Canadian Charter of Rights and Freedoms;
- Relevant legislation and pertinent City of Toronto policies were examined;
- The objectives of the Community and Event Space Rental Policy were reviewed;
- Alignment with the relevant position statements of the American Library Association and the Canadian Federation of Library Associations was considered; and
- All feedback received from the public and stakeholders was considered.

As a result of the review the Toronto Public Library Board approved a revised Community and Event Space Rental Policy at its December 11, 2017 meeting. The revisions balanced the Charter provision of freedom of expression with interests of providing a welcoming and supportive environment free from hate activity. The revised language in TPL's Community and Event Space Rental Policy included the addition of language to communicate to those wanting to rent library spaces that hate activity is not permitted on library premises. This has been achieved by strengthening the policy language and including a Denial of Use provision (4.4) that the Library reserves the right to deny or cancel a booking as follows when it reasonably believes:

4.4 i. use by any individual or group will be for a purpose that is likely to promote, or would have the effect of promoting discrimination, contempt or hatred for any group or person on the basis of race, ethnic origin, place of origin, citizenship, colour, ancestry, language, creed (religion), age, sex, gender identity, gender expression, marital status, family status, sexual orientation, disability, political affiliation, membership in a union or staff association, receipt of public assistance, level of literacy or any other similar factor;

4.4 ii. use by any individual or group will be denied for a purpose or action, in the Library's opinion, that is contrary to the law or any of the Library's policies or Rules of Conduct, including violent, threatening, abusive, harassing, disruptive or intrusive language or conduct

The Library's determination of reasonably believing there to be the likely promotion of discrimination, contempt and hatred must be in compliance with the legal interpretation of those concepts.

In applying the Community and Event Space Rental Policy, TPL reviews the stated purpose of each third-party room rental request to determine if it is in compliance with the [Community and Event Space Rental policy](#).

Based on the stated purpose of the October 29th, 2019 third-party room rental, a considered decision was made by the City Librarian to allow the booking based on the facts. These include:

- A third-party group requested a booking for an event they organized, featuring speaker Meghan Murphy.
- The stated purpose of the October 29, 2019 room rental is, "To have an educational and open discussion on the concept of gender identity and its legislation ramifications on women in Canada."
- The stated purpose of this room rental does not violate TPL's Community and Event Space Rental Policy.
- Permission to use a TPL facility as per the Policy does not imply any endorsement of the aims, policies, or activities of any group or individual.
- The speaker for this third-party room rental event has never been charged with or convicted of hate speech as defined in the Criminal Code of Canada.
- In conducting the event, the third-party organizers are obligated not to violate TPL's policies which includes confirming in contract that they will not be conducting any business or activities that are in violation of 4.4(a)(i) of TPL's policy, the Criminal Code of Canada (including hate propaganda laws) or the Ontario Human Rights Code.
- To ensure compliance, the Community and Event Space Rental Policy TPL's policy provides the following Condition of Use 4.3 e):

- That *library staff must have access to facilities at all times and may attend free of charge any event, meeting or course held on Library premises for the purpose of auditing or reviewing compliance with Library policies and terms and conditions.*
- Library senior management will monitor this booking event for compliance with the Community and Event Space Rental Policy's Terms and Conditions.

TPL has received considerable commentary and feedback on the decision to allow the October 29th, 2019 room booking to proceed including emails and letters included in the Board communications as well as phone calls. A summary of commentary and feedback by format is provided here:

Media

There have been 28 media articles and interviews from media across the country, largely representing a balanced presentation of the issue. Of these, three were opinion pieces (Globe and Mail, National Post, Toronto Sun).

Letters

Letters from organizations opposing TPL's decision have been received from:

- Canadian Parents of Trans and Gender Diverse Kids
- PrideTO
- The 519
- Toronto Public Library Workers Union - CUPE Local 4948
- Trans Women's Association

Letters from organizations that are in support of TPL's position have been received from:

- Canadian Civil Liberties Association
- Canadian Federation of Library Associations/Fédération canadienne des associations de bibliothèques
- Canadian Urban Libraries Council
- Centre for Free Expression
- Urban Libraries Council

There are eight letters from individuals in support of TPL's decision and four letters from individuals or groups of individuals without an organizational affiliation opposing TPL's decision.

Email

To date, TPL has received approximately 458 emails about the library's decision to maintain the room booking, 389 were in support and 69 criticized TPL's decision.

Phone calls

Of the 16 phone calls received, eight were in support of the library's position and 8 were critical of the library's decision.

Online Petitions

Three online petitions have been created with two opposed to TPL's decision and one in support:

1. *Stop Hate Speech Being Spread at the Toronto Public Library.* Signed by over 6,300 people.
2. *Toronto Public Library Collaborators Condemn TPL's Decision on Meghan Murphy Talk.* Signed by over 400 people.
3. *Support for Toronto Public Library.* Signed by over 950 people.

Social Media

There has been a great deal of social media commentary on this issue largely playing out on Twitter, but also extending to Facebook.

The commentary began on Twitter, with overwhelmingly critical comments about the planned event. TPL responded to comments and issued two statements on Twitter. The majority of replies were critical, but the second statement received a larger percentage of supportive replies.

On October 17, 2019 Mayor John Tory shared a statement about the Room Rental at Palmerston Branch. This statement was shared on [Twitter](#) and widely retweeted.

Media outlets have shared their stories on Twitter and Facebook and response has been mixed, with hundreds of comments both supportive and critical of TPL's decision to uphold the rental booking.

As further context to communications to the Library Board on the room booking, the following information was included in the City Librarian's *Statement on Upcoming Third-Party Room Rental Event* released October 15, 2019:

As a public library and public institution, we have an obligation to protect free speech. When Toronto Public Library (TPL) makes meeting rooms available to the public we serve, we need to make them available to all on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use. As a public institution, our primary obligation is to uphold the fundamental freedoms of freedom of thought, belief, opinion and expression as enshrined in the [Canadian Charter of Rights and Freedoms](#).

In summary, intellectual freedom and freedom of expression and the social justice values of equity and diversity are mutually reinforcing. Libraries have always been committed to supporting vulnerable communities by welcoming and creating space for different perspectives, rather than through censorship. We are supporters of the LGBTQ2S+ community and will continue to champion this community through our programs, services and collections and offer spaces for dialogue, debate and understanding.

By welcoming and creating space for different perspectives to be shared and debated, public libraries provide vital opportunities for everyone to engage in civic discourse. This is particularly important for marginalized groups, whose voices are too often silenced. More discussion can lead to better understanding and greater acceptance and tolerance in society.

For more than a century, public libraries have been a democratizing force in our world, supporting a civil society and helping people learn about the world in all its complexity. Today, with so many challenges to freedom of speech – in libraries, political and government forums, on university campuses – it is imperative that we continue to have open, uncensored discourse and listen to, respect and learn from each others' perspectives.

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

Access to eContent for Public Libraries – Update

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to update the Board on the recent changes made by multinational publishers to their library purchasing models for ebooks and audiobooks. These changes will make developing comprehensive econtent collections unsustainable and will be detrimental to the free and equitable access to information, a fundamental value of public libraries. They will also disproportionately affect our most vulnerable customers, those whose only point of access for this material is the library. The result will be a two-tiered model of access to econtent dependent on the ability to pay.

For years, libraries have been attempting to convince the “Big Five” multinational publishers (Harper Collins, Penguin Random House, Simon & Schuster, Hachette and Macmillan) that their high prices and restrictive purchase models are bad not only for libraries but for them. Libraries want a vibrant publishing industry and are vital to its success, promoting books, authors and the love of reading. However, citing unproven evidence that libraries are “cannibalizing” ebook sales, the “Big Five” have imposed even more stringent terms, including Macmillan’s unprecedented embargo.

In response, North American libraries are working together to combat these changes. The Canadian Urban Library Council (CULC) and the Urban Library Council (ULC) are planning a North American advocacy campaign. The American Library Association (ALA) has launched an online petition against Macmillan’s embargo that is also open to Canadian libraries. Individual library systems in the U.S. are planning boycotts and exploring legal and legislative solutions. CULC had already developed a toolkit for government outreach, building on its #eContentforLibraries campaign. We will continue to update the Board as the details and results of these initiatives are known.

FINANCIAL IMPACT

This report has no financial impact beyond what has already been approved in the current year's budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

ALIGNMENT WITH STRATEGIC PLAN

The "Access to eContent Report" reflects the Library's determination to continue its Mission of providing free and equitable access to services which meet the changing needs of Torontonians. It also speaks to the Library's Value of Intellectual Freedom - guaranteeing and facilitating the free exchange of information and ideas in a democratic society, protecting intellectual freedom and respecting individuals' rights to privacy and choice. As such, it is in alignment with the values expressed in the Strategic Plan.

EQUITY IMPACT STATEMENT

The recent changes by publishers threatens access to econtent for vulnerable equity-seeking groups, including low-income Torontonians and those with disabilities. Toronto Public Library is working with other libraries to oppose these changes and to continue its commitment to free and equitable access to services.

DECISION HISTORY

This report is the latest in a series informing the Board of the ongoing barriers to public libraries' access to ebooks and audiobooks due to restrictive purchase models and high prices. At the October 27, 2015 Board meeting, a presentation was given on the TPL-led CULC online campaign *Canadian Libraries for Fair Ebook Pricing*, which aimed to raise public awareness of the issues. On January 21, 2019, a second TPL-led CULC advocacy campaign was described, #eContentforLibraries, which focused on access to audiobooks as well as pricing. On June 17, 2019, the Board approved a request that Toronto City Council formally indicate its support of CULC's new government-facing campaign. On July 30, 2019, Council adopted the resolution and called on the federal government to develop a solution.

ISSUE BACKGROUND

Public library customer demand for ebooks and more recently, audiobooks, is growing exponentially worldwide. Overdrive, the largest public library vendor of econtent, reported 274 million checkouts worldwide in 2018, up 100% from 2014. TPL has consistently been number one in the world for econtent use – over seven million in 2018 or 23% of circulation and expected to top eight million in 2019. However, it has been a challenge for libraries to acquire econtent from the Big Five multinational publishers, initially because some refused to sell to libraries and then due to their restrictive purchase models and high prices. In the last year, they have imposed even more stringent terms, endangering the ability of libraries to continue to meet customer needs.

COMMENTS

Purchase models and pricing

To appreciate the impact of the publishers' actions it is necessary to understand the library ebook market and lending process. For simplicity, the term 'ebooks' includes audiobooks except when referenced explicitly. Libraries do not buy ebooks, they buy licences to access them and publishers decide how long these licences last, after which they must be repurchased. This is compounded by unreasonably high prices, up to four to six times what a consumer pays. Even though they are digital, ebooks are sold and loaned out like physical books so a library must buy multiple licences to meet demand. There are two kinds of licences – perpetual, which last forever, and metered, which expire after a specified time or number of uses.

Multinational publishers' changes to purchase models

To be clear, it is the 'Big Five' multinational publishers (Harper Collins, Penguin Random House, Simon & Schuster, Hachette and Macmillan) who continue to obstruct libraries' ability to build ebook collections that meet their customers' needs. Most smaller and independent publishers offer perpetual licences and fair prices.

Between October 2018 and August 2019, four of the five multinationals changed their terms. In summary:

- Penguin Random House switched from perpetual licences for ebooks to 24-month metered licences and dropped the minimum price from \$65 to \$57;
- Hachette, changed from perpetual licences to 24-month metered licences for both ebooks and audiobooks, the first publisher to change the already expensive (\$80-\$120) audiobook terms;
- Simon & Schuster extended its 12-month metered licence to 24 months, tripled Canadian prices and changed its audiobook licence from perpetual to 24-month metered;

- Macmillan will allow libraries to buy one ebook licence per system, regardless of size, at release date, followed by an eight-week embargo, after which 24-month metered licences can be purchased.

Only Harper Collins maintained its original model – a 26-use metered licence with fair prices.

The rationale for these changes is that sales to public libraries are “cannibalizing” consumer sales, in the words of Macmillan CEO John Sargent. And other publishers have jumped on this bandwagon to explain flagging ebook sales. Publishers claim that, unlike the circulation of physical books, ebook lending is ‘frictionless’, i.e., customers do not have to go to the library, ignoring the fact that they may have to wait months for a bestselling title.

The real problems facing traditional publishers

There is no doubt that the Big Five publishers are in trouble in the ebook market but it's not because of libraries. The American Association of Publishers reported a 4% decline in ebook sales for the fourth year in a row. But this figure does not include independent or self-published authors. The real reasons for falling sales are:

- **The rise of independent or self-publishing** – Self-publishing is gaining readers as traditional publishing is losing them. It is estimated that between 2017 and 2018, the self-published share of U.S. ebook sales rose from 45% to 46% while the share for traditional publishers fell from 46% to 43%. In 2017, only 36% of ebook sales came from the Big Five companies. The increase in self-publishing is largely due to Amazon's Kindle Direct Publishing, which allows authors to directly upload books to their site. They can choose to participate in the Kindle Unlimited program, which allows subscribers to read them “for free”. Royalties are higher than from traditional publishers, up to 70%, and in 2018 Amazon paid out \$220M to its Kindle Unlimited authors. The rise of social media also allows them to promote their work and build fan bases.
- **The rapid growth of audiobooks** – Audiobooks are the fastest-growing segment in the digital publishing industry and generated \$2.5M in sales in 2018 up 23% from 2017. Once publishers did not even bother to sell the rights for audio but they are now a valuable commodity and all of the Big Five have in-house imprints. However, this slow start allowed Audible, the Amazon-owned audiobook subscription service, to pick up rights and create exclusive audiobooks. Many Big Five authors also choose to sell their rights separately to Audible for bigger payments. Audible does not sell its exclusive audiobooks to libraries.

- **Pricing** – In 2015, publishers won the right to set their own ebook prices on Amazon and promptly saw their sales decline. Of the current top 50 romance bestsellers on Amazon only two are from the Big 5 and cost \$15 and \$18 respectively. The other 48 are published by independent authors or Amazon and cost \$.99 to \$4.99.
- **Amazon** – Amazon itself is a publisher of both physical and ebooks and its output is increasing. It does not report on sales of its imprints but it is estimated that in 2018, 10% of ebooks sold in the U.S. came from Amazon publishing, which libraries can't buy, although they can buy the print versions. As the world's largest bookseller, Amazon obviously promotes its own products and they feature frequently on their bestseller lists. And major authors are starting to respond to the allure of Amazon's deep pockets and massive marketing reach – most recently, Dean Koontz, Patricia Cornwell and Mindy Kaling. Going forward, libraries will not be able to buy these popular authors' ebooks.
- **Piracy** – No one wants to talk about piracy, but it too is impacting publishers. A 2017 Nielsen survey found that publishers lose \$315M (USD) per year to piracy. And will this increase if customers cannot borrow the ebook from a library?

Amazon is the common thread that runs through most of the above issues and there is no doubt that they are having a negative impact on traditional publishers. However, there is also fear that they are training people to read books for what feels like free through Kindle Unlimited, Kids Unlimited and Prime Reading. The new Kindle Kids ereader comes with 1,000 books and parental controls. But like Prime Videos, this is all window dressing to increase Prime membership, Amazon's main business driver because, quite simply, Prime members buy more of everything. And Amazon does not care about libraries or recognize their value, refusing to sell econtent to them.

The impact on public libraries' customers

The impact of the Big Five publishers' changes to their purchasing models and continued high prices on libraries are obvious. Libraries will have to reduce their ebook purchases at a time when demand for this format is still increasing by double digits.

Circulation will suffer – the decline in physical circulation is being offset by econtent use in most libraries. At TPL, even though use of adult and children's books is stable, circulation of CDs, DVDs, paperbacks and magazines continues to fall as does that of multilingual materials due to demographic changes and the availability of streaming video services. Total physical circulation dropped 18% or 4.4M between 2014 and 2018 (also impacted by NYCL closure) while econtent use increased by 101% or 3.5M.

Significant ebook collections cannot be developed – One of the reasons that TPL leads the world in ebook use is our decision from the beginning to build a comprehensive collection that supports long-term preservation. Fortunately, we had the materials budget to support this. However, it is clear that publishers do not want libraries to build rich collections as they have all introduced metered licences. The cost of repurchasing licences every two years is simply not sustainable, even for TPL, and not just in money but in staff time. Hachette actually says it is reducing prices by 25% for the first licence purchase but not for repurchases. This supports publishers' long-held and false belief that print books wear out after a couple of years then libraries must repurchase copies. As a result, most libraries' ebook collections will shrink to current bestsellers.

Embargoes threaten access to content – Although Macmillan's embargo will not have much effect on customers as they must currently wait for new ebooks, it sets a dangerous precedent that other publishers may follow and increase. Blackstone Audio, an audiobook producer, has also imposed a 90-day embargo during which the titles will be available through Amazon's Audible. Moreover, embargoes deny fair and equitable access to content, which stands in opposition to the fundamental values of public libraries. If libraries do buy Macmillan's one copy and holds mount up, customers may assume that we are ignoring them.

Access to audiobooks is restricted – As well as being the fastest growing format in digital publishing, the demand for audiobooks in libraries is rocketing. TPL saw a 35% increase in use in 2018 compared to 16% for ebooks. Libraries are already feeling the impact of lack of access to audiobooks because of limited rights sales and Audible's growing control of many titles, including the award-winning version of *The Handmaid's Tale* read by Claire Danes and Justin Trudeau's memoir.

The digital divide will widen – The real impact, of course, is on our customers. For some it means a more limited choice in reading format but for our most vulnerable customers, those whose only point of access for this material is the library, the affect will be dramatic. Ebooks and audiobooks have become essential for those with physical disabilities or who cannot visit the library. Audiobooks also help customers with low literacy skills and newcomers.

Unless the current direction can be changed, we are facing a future two-tier system where those who can afford subscriptions to Amazon Prime, Scribd and Audible have access to the best and newest econtent, while those who cannot will depend on the library, where collections will be limited and older. As Don Katz the Audible CEO said at the Canadian launch. "At this point we kinda decided the public library is just a place that people will get a smaller selection from others and that's fine."

Libraries respond

Libraries recognize that publishers are facing ongoing disruption and must work to stay profitable, but libraries are not their enemy. Public libraries are an integral part of the reading ecosystem and, rather than cannibalizing sales, are a critical resource for discovery and engagement and, often, sales. Booknet Canada's report *Borrow, Buy, Read: Library Use and Book Buying in Canada* noted that library users bought three books a month, slightly more than non-users. They also read more print and ebooks and listened to more audiobooks. Libraries introduce customers to new authors and new books by established authors through author readings, readers advisory and displays.

Libraries have been trying to talk to the Big Five publishers for years about their purchase models and pricing but with little success, although access to all the publishers' titles was finally achieved in 2014. We have asked for flexible purchase models, for example, being able to buy short-term licence at a lower price and perpetual licences for more. They do not respond. Only Harper Collins charges fair prices, basically the same as the print copy. The others charge three to four times what we pay for the physical book or audiobook. Again, they will not explain the discrepancy. As a business model, pricing your most reliable customers and biggest cheerleaders out of the market does not make sense. Their latest actions have exacerbated an already bad situation, but it has certainly stimulated a long overdue response from U.S. libraries.

The Canadian Urban Libraries Council has been a leader in running online advocacy campaigns, developed by TPL, about these issues. In 2015, *Fair eBook prices for Libraries Long Overdue* focused on high prices and inflexible purchase models. The second, in January 2019, *#eContentForLibraries* called on customers to contact the Big Five publishers to complain about access to audiobooks and, again prices. While they garnered Canada-wide public and media attention, the publishers did not respond.

CULC's latest campaign targets municipal and federal political leaders to raise awareness and asking them to work on a solution to the econtent issues. TPL's Board approved a request that Toronto City Council formally indicate its support of CULC's new government-facing campaign. On July 30, 2019 Council adopted the resolution and called on the federal government to develop a solution. TPL has sent letters to all the federal candidates running in Toronto asking for their support. So far there have been preliminary discussions around the Copyright Act and the Competition Bureau.

In June, the American Library Association (ALA) adopted a resolution on ebook pricing for libraries and cited the CULC campaigns. It merely recommended the reforming of a digital content advocacy group, which will not meet until next year. But Macmillan's embargo finally galvanised them into action. The result – an online petition

#eBooksForAll, which is also open to Canadians. Many Canadian libraries have linked to the site on their home pages.

The most promising development is that CULC and the Urban Libraries Council (ULC) of major U.S. systems are working together to launch a communications campaign to highlight the issues and demand responsive change. Their plan is to work with publishers, authors and legislators to find a solution that is reasonable to all parties. Many North American mayors, including John Tory, have already signed a letter of support (attached). Individual library systems in the U.S. are planning boycotts and exploring legal and legislative solutions.

TPL is finalizing a statement for the home page, explaining the issues to the public and linking to the ALA petition. We will also post a message on our Overdrive site.

Libraries are in this battle for the long haul. Public libraries were founded to provide free universal access to information and literature, and are an essential part of having an educated and literate population. They are the ultimate democratic institution and support intellectual freedom in a time where fake news and misinformation flourish. They must be allowed to provide their customers with equitable access to content regardless of format.

CONTACT

Susan Caron; Director, Collections & Membership Services; Tel: 416-395-5506;
Email: scaron@tpl.ca

SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENT

Attachment 1: Letter of Support from Mayor John Tory



Statement on Equitable Public Access to E-Books

Major publishers have introduced severe restrictions to e-book and e-audiobook lending for public libraries, including embargoes on the sales of new titles and unreasonably high prices, which far exceed the prices offered for print books. As a result, libraries will be unable to fulfill their core functions in building educated, literate communities. These restrictions will be most harmful for populations who already face significant barriers to equitable knowledge and information access in our communities – including youth, people living with disabilities and those with limited financial means.

Public libraries play an essential role in levelling the playing field and strengthening the foundation of our communities. As digital technologies become increasingly inseparable from the ways that people learn, work and interact, the library's unique ability to create onramps for information and knowledge access is more important than ever. There is significant, rising demand for e-books and e-audiobooks from public library users – overall, digital content circulation is increasing by 30% per year.

As elected public officials and trusted leaders in our communities, we are committed to protecting and supporting the capacity of public libraries to:

- Provide equitable access for individuals to gain knowledge and become proficient with digital tools, regardless of their income, physical abilities, age, gender, sexual orientation, race, citizenship status or religion.
- Support lifelong learning and foster empathy, curiosity, civic engagement and a love of reading among community members.
- Educate community members about the rights, responsibilities and implications of their lives online, including data privacy risks when accessing online learning resources and digital content.
- Serve as valued partners to local government in advancing city outcomes for digital inclusion and as institutions that support informed citizens.

Our cities are strongest when all individuals have the same opportunities to further their personal, educational and professional goals. Our democracy is non-negotiable. We stand with all who are urging e-book and e-audiobook publishers to institute fair, transparent and flexible lending models for public libraries.

Access to eContent for Public Libraries

An Update

Susan Caron
Director, Collections and Membership Services
October 21, 2019



Big Five multinational publishers



eBook pricing and purchase models

- Libraries do not buy ebooks, they buy licenses to access them and publishers determine how long the license lasts.
- Perpetual licenses last forever, metered licenses last for a set time period or number of uses before they must be repurchased.
- Ebooks are purchased and lent like physical books – one copy/one user.
- Publishers charge unreasonably high prices – up to 4-6 times what a consumer pays or libraries pay for physical books.

Penguin Random House moves to 2-year license

October 2018



“...the two-year licenses will undermine the ability for libraries to establish rich collections that can meet the needs of a wide and diverse readership. For many individuals in the digital age, the library provides their *only* point of access for ebooks ...”

Susan Benton
ULC

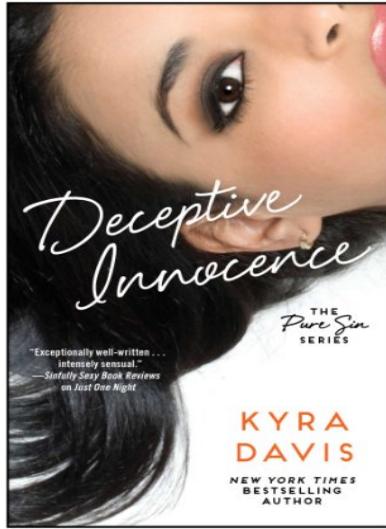
Hachette moves to a 2-year license for ebooks and audiobooks

June 2019

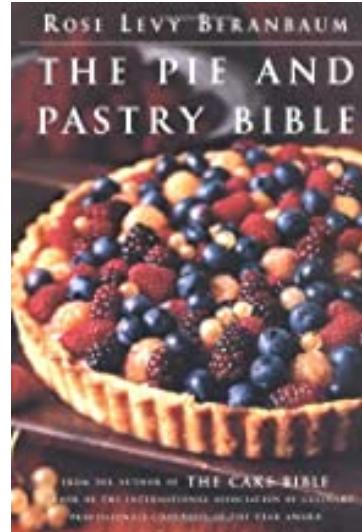


Simon & Schuster moves to 2-year license for ebooks and audiobooks

July 2019



12 month price \$10
24 month price \$68



12 month price \$16
24 month price \$152

Macmillan imposes 8-week embargo

July 2019

“Our current analysis on eLending indicates it is having a direct and adverse impact on retail sales.”



John Sargent
Macmillan CEO

Why are multinational publishers doing this?

“ In the first three months of 2019, **digital book sales have fallen by 4.5%** and generated \$244 million dollars, which was \$10 million dollars less from the same period last year. **The continuous decline in ebook sales has been occurring for the past four years.** ”

Michael Koslowski
Good e-Reader

Rise of independent publishing



“ When I see an ebook that sells for twice the price of the paperback version, either someone has lost their mind, is asleep at the wheel or is deliberately steering the ship towards an iceberg. ”

Cat Rambo
President Science Fiction & Fantasy Writers Association

Audiobook growth



tpl:

“They aren’t gaming
the system, they
own the system.”

Rick Pascocello
Literary Agent



Impacts of changes

- Declining ebook circulation
- Inability to build significant collections because of cost
- Loss of current access through embargoes
- Reduced access to audiobooks
- A widening digital divide and a two-tiered system based on ability to pay

What do libraries want?

- A vibrant publishing industry
- The ability to give our customers what they want, when they want it, and in the format they want
- Multiple and flexible purchase models
- Prices that are fair and sustainable for both libraries and publishers
- The same access to e-content as we have for physical content

Libraries respond

FAIR EBOOK PRICES Long Overdue for Libraries

Learn more about this issue
and show your support

#eContentForLibraries

Français

Wondering why you can't borrow
more eAudiobooks & eBooks from
your public library? So are we.

And we need your help to fix it. Help us demand great
#eContentForLibraries from big publishers.

GET THEIR ATTENTION

Libraries respond



URBAN
LIBRARIES
COUNCIL



Canadian Urban Libraries Council
Conseil des Bibliothèques Urbaines du Canada

tpl:



sign
the
petition

#eBooksForAll

Toronto Public Library Board Procedural By-law

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

BACKGROUND

At the March 25, 2019 Board meeting, Toronto Public Library staff were directed to review the wording of the timing of public presentations in the Procedural By-law as well as to consider an effective method for timing presentations in the Boardroom, and to report back to the Board at a future meeting regarding these issues.

To address the Board's request to consider an effective method for timing presentations in the Boardroom, digital clocks have been installed at the front and back of the room with the ability to provide a countdown in minutes.

TPL staff had already been considering minor changes to the Procedural By-law as the composition of the TPL Board has changed from 12 Members to 10 Members in the new term. The Procedural By-law contains numerical references to quorum, which are not consistent with the current composition and should be removed.

Staff had also reviewed the Procedural By-law in light of the changes to the *Municipal Conflict of Interest Act, 1990* before the changes came into effect March 1, 2019 and determined that the sections in the by-law pertaining to conflict of interest were in accordance with the Act and required no revisions.

Pursuant to section 33 of the Toronto Public Library Board Procedural By-law, notice of an amendment must be given to the Board in writing one regular or special meeting in advance. A slightly updated version of the Procedural By-law with clarifying wording in relation to public presentations and quorum will be presented to the Board at its November 25, 2019 meeting for consideration. The proposed changes to section 29: Public Presentations reinforce current practices and balance the principles of the right to be heard with the right to an efficient meeting. This revised version of the by-law will repeal and replace the existing by-law.

The Toronto Public Library is a corporation under the *Public Libraries Act, 1990*, requiring it to be under the management and control of a board. According to the *Corporations Act, 1990* the board is responsible for setting its own specific regulations and procedures to govern how the board operates. The Toronto Public Library Board therefore approves its own Procedural By-law.

The Toronto Public Library Board hears presentations at the beginning of meetings, before the discussion of any staff reports, and has consistently applied a five-minute time limit for each presenter, regardless of the number of agenda items a deputant has requested to speak on. This has been the practice with the current and past procedural by-laws since amalgamation. The proposed revised wording in this section clarifies and reinforces current practice.

City Legal performed a review of the revised By-law in its entirety to ensure compliance with relevant legislation, including the *Public Libraries Act 1990*, the *Municipal Conflict of Interest Act 1990*, and the *Canadian Charter of Rights and Freedoms*, balancing this with the provisions of the Procedural By-law for the Members' right to an efficient meeting.

Certain sections will be amended in the Procedural By-law; no sections have been added or removed. The following charts list the changes being proposed:

PROPOSED AMENDMENTS TO THE PROCEDURAL BY-LAW		
Amended Section	Proposed Provision	Explanation
4.	TERM OF CHAIR AND VICE-CHAIR a. The Chair and/or the Vice-Chair will each hold office for one year or until a successor is appointed. b. The Chair and Vice-Chair may be removed from office by a two-thirds majority vote of all Board Members (8 Members). c. If either the Chair or the Vice-Chair resigns or is removed from office, their successors will hold office for the balance of their term.	Two-thirds majority is 7 Members in the current term

PROPOSED AMENDMENTS TO THE PROCEDURAL BY-LAW		
Amended Section	Proposed Provision	Explanation
16	<p>NEW BUSINESS FROM BOARD MEMBERS</p> <p>c. Motion without Notice during a Board meeting:</p> <ul style="list-style-type: none"> i. a Member may make a Motion without notice during a meeting if it complies with the requirements outlined in sections 16 (b) (i) and (ii); ii. the Chair reviews it in advance and the Chair agrees that it concerns an Urgent Matter and allows the Member to ask the Board's permission to introduce the Motion without notice; and iii. two thirds of all Board Members (8 members) vote in favour of its introduction. 	Two-thirds majority is 7 Members in the current term
24.	<p>TYPES OF MOTIONS</p> <p>...</p> <p>m. MOTION TO WAIVE BY-LAW PROVISION(S)</p> <p>i. A Motion to waive any portion of the Procedural By-law on a one-time basis will pass if a two-thirds majority of all Board Members (eight) vote for it, subject to the exceptions identified in subsection ii. below.</p>	Two-thirds majority is 7 Members in the current term

PROPOSED AMENDMENTS TO THE PROCEDURAL BY-LAW		
Amended Section	Proposed Provision	Explanation
29.	<p>PUBLIC PRESENTATIONS</p> <p>a. Any person wishing to make a presentation to the Board regarding an items for action or information on the agenda, with the exception of the City Librarian's report, communications, and the Board Resolutions report, except as provided under section 29 (b), will be heard by the Board provided:</p> <ul style="list-style-type: none"> i. A request to make a presentation is made to the Secretary, in writing by 12:00 p.m. on the business day prior to the Board meeting. ii. Include the name, address, telephone number and electronic mail address of the person or organization wishing to address the Board; iii. Include an outline of the submission to be made, and any relevant documentation; iv. The Chair in consultation with the Secretary may waive the above requirements if, in the Chair's opinion, there were extenuating circumstances or the presentation would no longer be relevant if made at another meeting. 	Added wording provides clarity around the TPL practice of allowing 5 minutes total for a presentation regardless of the number of items a deputant requests to speak to

PROPOSED AMENDMENTS TO THE PROCEDURAL BY-LAW		
Amended Section	Proposed Provision	Explanation
	<p>b. The Board may hear a presentation about a matter not on the agenda with the approval of the Chair in consultation with the Secretary. Any request to present to the Board on a matter not on the agenda must:</p> <ul style="list-style-type: none"> i. pertain to matters within the Board's jurisdiction; ii. be received prior to the Agenda Deadline; iii. be in writing and sent to the Secretary; iv. include the name, address, telephone number and electronic mail address of the person or organization wishing to address the Board; v. include an outline of the submission to be made, and any relevant documentation. <p>The Chair and Secretary may agree to schedule the presentation on the agenda of the next Board meeting or another future meeting of the Board or a Committee of the Board. The Chair and Secretary may refer matters of Library administration or operations to the City Librarian.</p>	

**PROPOSED AMENDMENTS TO THE
PROCEDURAL BY-LAW**

Amended Section	Proposed Provision	Explanation
	<p>c. Each presentation is limited to five minutes regardless of the number of items or matters a presenter wishes to speak to (excluding questions from Board Members). This time may be reduced or extended at the discretion of the Chair.</p> <p>d. Presentations from groups or organizations shall have no more than three speakers. The number of speakers does not affect the total time limit for a presentation.</p> <p>e. Any person making a presentation to the Board shall</p> <ul style="list-style-type: none"> i. only speak on the subject(s) for which they have received approval; ii. obey the rules of procedure and any decision of the Chair; iii. refrain from using offensive language; iv. refrain from speaking disrespectfully of another person. <p>f. Failure to abide by these rules is grounds for the Chair to conclude or curtail a presentation. If the Chair rules that the presentation is concluded, the person or persons appearing before the Board shall immediately withdraw.</p>	

PROPOSED AMENDMENTS TO THE PROCEDURAL BY-LAW		
Amended Section	Proposed Provision	Explanation
33	<p>AMENDMENT AND REPEAL</p> <p>a. This By-law may be amended or repealed at any regular or special meeting of the Board if:</p> <ul style="list-style-type: none"> i. notice of the proposed amendment or repeal was given in writing at the previous Board meeting; and ii. the amendment is approved by a two-thirds majority of all Board Members (eight). 	Two-thirds majority is 7 Members in the current term

CONTACT

Elizabeth Glass; Director, Policy, Planning & Performance Management;
Tel: 416-395-5602; Email: eglass@tpl.ca

SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: Revised Procedural By-law

POLICY: PROCEDURAL BY-LAW

SECTION: I – Toronto Public Library Board

MOTION#/DATE: **08 - 203 – December 15, 2008**
REVISED **11 - 052 – April 4, 2011**
12 - 156 – September 24, 2012
16 - 061 – March 21, 2016
19 - xxx – October 22, 2019

1. INTERPRETATION

Principles

- a. This By-law will be interpreted to be consistent with the following principles:
 - i. The majority of Members have the right to decide;
 - ii. The minority of Members have the right to be heard;
 - iii. All Members have the right to information to help make decisions, unless otherwise prevented by law;
 - iv. Members have a right to an efficient meeting;
 - v. All Members have the right to be treated with respect and courtesy; and
 - vi. All Members have equal rights, privileges and obligations, subject to additional rights, privileges and obligations granted to the Chair under this By-law.

Robert's Rules of Order

- b. The Chair, in consultation with the Secretary, may use the current edition of Robert's Rules of Order as an aid in ruling.

Written or In Writing

- c. A requirement in this By-law for an item to be "written" or "in writing" may be satisfied using electronic mail.

2. DEFINITIONS

Terms used in this By-law and their definitions:

- a. Act – Public Libraries Act, R.S.O. 1990, c. P.44;
- b. Adjourn - To end the meeting;
- c. Agenda deadline – Seven business days before a regular scheduled meeting;
- d. Agenda distribution – Five business days before a regular scheduled meeting;
- e. Board - The Toronto Public Library Board;
- f. Business Day – any day other than a Saturday, Sunday, or a holiday for which the Library is closed;
- g. City Librarian – the Chief Executive Officer of the Toronto Public Library;

- h. Closed meeting - A meeting held in private in accordance with the Act, at which only Board Members and persons authorized by the Board may be present;
- i. Council - The Council of the City of Toronto;
- j. First meeting - The first meeting of the Board in the calendar year and after a municipal election, the first meeting of the new Board following the appointment of all Members by Council;
- k. Library - The Toronto Public Library;
- l. Motion - A formal proposal placed before the meeting by a Member, the mover of the Motion, for debate and decision;
- m. Quorum - The minimum number of Members who must be present at a meeting to make the proceedings valid;
- n. Resolution - A Motion that has been moved, seconded and carried;
- o. Robert's Rules of Order – the current edition of the book;
- p. Ruling - A decision by the Chair on a matter of procedure;
- q. Secretary – The City Librarian or delegate;
- r. Urgent matter - Matters that cannot be delayed for reasons of health, safety, emergency, financial or legal deadline or prudent management;
- s. Unparliamentary language - Words or expressions which:
 - i. are disrespectful, abusive or offensive: or
 - ii. make unsubstantiated charges that a Member is being dishonest or attribute false or undeclared motives to a Member.

3. OFFICERS

The Board will have the following officers:

- a. Chair;
- b. Vice-Chair.

4. TERM OF CHAIR AND VICE-CHAIR

- a. The Chair and/or the Vice-Chair will each hold office for one year or until a successor is appointed.
- b. The Chair and Vice-Chair may be removed from office by a two-thirds majority vote of all Board Members **(8 Members)**.
- c. If either the Chair or the Vice-Chair resigns or is removed from office, their successors will hold office for the balance of their term.

5. ELECTION OF CHAIR AND VICE-CHAIR

- a. The Board will elect a Chair and a Vice-Chair by majority vote at its First Meeting.
- b. The Secretary of the Board will conduct the election of the Chair. The Chair conducts the election of the Vice-Chair.

- c. Nominations must be:
 - i. moved and seconded;
 - ii. made with the consent of the member being nominated.
- d. A person who is not present at the meeting may be nominated, but must provide written consent to the Secretary in advance of the meeting.
- e. Nominations will be closed by motion.
- f. If there is only one nomination for Chair or Vice-Chair, that nominee will be elected by acclamation.
- g. If there are three or more nominations, and no nominee has the majority of votes, the person with the lowest number of votes will be dropped from voting and another vote is taken.
- h. If there is a tie between two nominees, the winner will be determined by a random draw.

6. DUTIES OF THE CHAIR, VICE-CHAIR AND ACTING CHAIR

- a. The Chair:
 - i. Represents the interests and decisions of the Board to outside parties at Library, government and community events;
 - ii. serves as a member of all Committees by right of office;
 - iii. will not commit the Board to any course of action unless directed by the Board;
 - iv. establishes the Board agenda in consultation with the Secretary;
 - v. will ensure the Board behaves consistently within its own rules;
 - vi. will rule whether a motion or proposed amendment is in order;
 - vii. will ensure meeting discussion content will be on those issues within the Board's jurisdiction;
 - viii. will ensure deliberation will be fair, open and thorough, but also timely, orderly and kept to the point;
 - ix. represents the interests of the Board to the City Librarian.
- b. The Vice-Chair:
 - i. represents the interests and decisions of the Board to outside parties at Library, government and community events in the absence of the Chair;
 - ii. presides at Board if the Chair is absent from the meeting, or for periods during which the Chair is present at the meeting but temporarily leaves the chair; and
 - iii. will have all rights and duties and responsibilities of the Chair while presiding at Board meetings.
- c. An Acting Chair will be selected to preside at Board meetings:
 - i. if both the Chair and the Vice-Chair are absent or are unable to take the chair;
 - ii. the Secretary will conduct the election;

- iii. the Acting Chair will have all the rights, duties and responsibilities of the Chair while presiding at Board meetings.

7. CITY LIBRARIAN AND SECRETARY OF THE BOARD

In accordance with the Act, the Board will appoint the City Librarian, who will also be concurrently deemed appointed to the position of Secretary of the Board:

- a. The City Librarian will supervise and direct the operations of the Library and its staff;
- b. The City Librarian may delegate some or all of the functions of the Secretary of the Board to Library employees who may, in turn, designate other Library employees to perform some of the Secretary's functions;
- c. The Secretary or his or her designate will:
 - i. prepare, publish and distribute the agenda for regular meetings of the Board subject to constraint by Section 6a(iv);
 - ii. be present at all meetings of the Board and its Committees;
 - iii. maintain the Board's By-laws, policies, minutes, correspondence, lists of Members, meeting schedules and other official records;
 - iv. advise the Chair on the Procedural By-law and the Act;
 - v. facilitate meeting arrangements;
 - vi. keep minutes of every Board and Committee meeting;
 - vii. give notice of Board and Committee meetings.

8. SCHEDULED MEETINGS OF THE BOARD

- a. The Board will hold at least ten scheduled regular meetings over the year. The meetings will be held from January to June and from September to December.
- b. The schedule of Board meetings for the year, including the dates, time and locations, will be approved at the First Meeting:
 - i. If the appointment of all Board Members following a general municipal election does not occur before the end of the calendar year in which the election occurred, the Board may choose to schedule meetings on a month to month basis.
- c. Any change in the date, time or location of any meeting must be approved by the Chair or by Board resolution.
- d. The meeting schedule and approved revisions will be posted on the Library's website.

9. SPECIAL MEETINGS

- a. Special meetings of the Board may be held at any time:
 - i. at the call of the Chair; or

- ii . at the call of the City Librarian subsequent to receipt of a petition signed by a majority of the Members requesting a special meeting;
- b. There must be at least 24 hours' notice from issuance of the notice of special meeting and the time of the meeting;
- c. Notice to Members will be given by the Secretary in writing;
- d. The purpose of the special meeting must be stated in the notice and no other business will be transacted at that special meeting except in accordance with sections 15(b) or 16(b) and (c) of this By-law;
- e. Notice of special meetings will be posted on the Library's website.

10. MEETINGS OPEN TO THE PUBLIC.

- a. All meetings are open to the public, except for meetings or portions of meetings that satisfy the requirements of the Act for closed meetings.

11. CLOSED MEETINGS

- a. The Board or a Committee may close a meeting in accordance with section 16.1 of the Act.
- b. No person will disclose the deliberations or discussions that occurred at a closed meeting unless the Board has authorized that disclosure.

12. QUORUM

- a. The quorum for Board meetings is a majority of the Members.
- b. A meeting will be cancelled if:
 - i. no quorum is present within thirty minutes after the time fixed for a meeting, or the continuation of a meeting after a recess; or
 - ii. if quorum is lost for thirty consecutive minutes.
- c. If a meeting is cancelled due to lack of quorum:
 - i. the Secretary will record the names of the Members present; and
 - ii. the meeting will be considered adjourned until the next scheduled meeting or until the Chair calls a special meeting.
- d. If a quorum is not possible because of declared conflicts of interest under the Municipal Conflict of Interest Act, the remaining Members will constitute a quorum provided that quorum is never less than two Members.

13. NOTIFICATION OF ABSENCE

- a. Members will notify the Secretary if they:
 - i. will not be attending;

- ii. will be arriving late for; or
- iii. will be leaving early from any meeting of the Board or a Committee.
- b. The Secretary will advise the Board of any Member who has been or will be absent from meetings of the Board for three consecutive months and advise the Board of the explanation provided by the Member, if any. The Board will then decide whether to authorize the Member's absence by a Board resolution.
- c. In accordance with section 13 of the Act, the Board will notify City Council of a vacancy if any Member is absent from Board meetings for three consecutive months without authorization of the Board.

14. AGENDA

- a. The agenda will include:
 - i. call to order;
 - ii. declarations of conflicts of interest;
 - iii. approval of agenda;
 - iv. confirmation of minutes;
 - v. public presentations;
 - vi. Board education;
 - vii. considerations of communications and reports;
 - viii. consideration of new business from Library officials;
 - ix. notices of Motion;
 - x. Motions without notice.
- b. Matters proposed for closed meeting consideration will be identified on the public agenda.
- c. The order of business set out in the agenda may be changed only by Board resolution.
- d. Items appearing on a meeting agenda which are not dealt with by the Board at that meeting will be deferred to the next meeting, or removed from the agenda by Board resolution.

15. NEW BUSINESS FROM CITY LIBRARIAN

- a. The City Librarian may add new business to a meeting agenda before the agenda deadline.
- b. The City Librarian may also add new business to the agenda after the agenda deadline if it relates to an Urgent Matter and two thirds of all Board Members present approve of its introduction.

16. NEW BUSINESS FROM BOARD MEMBERS

A member who wishes to add new business to a meeting agenda brings a Main Motion before the Board and will provide the Board with notice as follows:

- a. Notices of Motion by Board Members submitted before the Agenda Deadline must be in writing and in a form that the Secretary approves and be signed by the Board member moving it and the Board member who seconds it. No signatures are required for notices received via email, but the seconder's name must be included in the correspondence and the seconder must be copied on the email.
- b. Notice of Motion by Board Members after the Agenda Deadline, but before the Board meeting:
 - i. must be in writing and in a form that the Secretary approves and be signed by the Board member moving it and the Board member who seconds it. No signatures are required for notices received via email, but the seconder's name must be included in the correspondence and the seconder must be copied on the email;
 - ii. must relate to an Urgent Matter as determined by the Chair and the Secretary.

If the Secretary and Chair do not agree that the Motion deals with an Urgent Matter, the Secretary will refer it to the next Board meeting and present a list of these Motions to the Board for information only.

A Motion that fails to comply with the notice requirements in subsections (b) (i) and (ii) may be considered by the Board if a two-thirds majority of the Members present vote in favour of its introduction.

- c. Motion without Notice during a Board meeting:
 - i. a Member may make a Motion without notice during a meeting if it complies with the requirements outlined in sections 16 (b) (i) and (ii);
 - ii. the Chair reviews it in advance and the Chair agrees that it concerns an Urgent Matter and allows the Member to ask the Board's permission to introduce the Motion without notice; and
 - iii. two thirds of all Board Members (8 members) vote in favour of its introduction.

17. CONFLICT OF INTEREST DISCLOSURE

- a. Members must observe the requirements of the Municipal Conflict of Interest Act by declaring any conflict of interest they have, directly or indirectly, in any matter before the Board.

- b. A Member must declare any conflict of interest at the beginning of the meeting, on arrival at the meeting, or if not present at the meeting, at the next meeting attended.
- c. A Member who has declared a conflict of interest in a matter must not take part in the discussion, must not vote, and must not try to influence the voting, on the matter.
- d. If the discussion takes place in a closed meeting, the Member must leave the room.
- e. All declarations of conflict of interest are recorded in the public minutes. Declarations of conflict of interest made in public must also specify the general nature of the interest declared.

18. MINUTES

- a. The Secretary will keep minutes of all Board and Committee meetings.
- b. The minutes will record:
 - i. the place, time and date of the meeting;
 - ii. the name of the Chair, the Members present, and the Members absent;
 - iii. any correction to, and the adoption of, the minutes of the previous meeting;
 - iv. all resolutions;
 - v. any declarations of a conflict of interest, including the Member's name and the reason for the conflict of interest.
- c. Reference will be made in the minutes to an agenda item discussed in a closed meeting and the reason why the discussion was closed to the public.
- d. The minutes will record that a Motion was carried or defeated, with no count of the vote, unless the vote was recorded. For recorded votes, the Members' name and corresponding vote will be recorded in the minutes after the Chair has announced the results.
- e. The minutes of the previous meeting will be considered at the next meeting and, after the minutes have received approval, or approval as amended, by the majority of the Members present, they will be signed by the Chair or the appropriate Committee chair.

19. CONDUCT OF MEMBERS AT MEETINGS

- a. A Member will be courteous and will not engage in actions which disturb the meeting.
- b. Members will inform the Chair each time they leave or re-enter the meeting.
- c. A Member will not:
 - i. use unparliamentary or offensive language;

- ii. make any noise or disturbance that prevents Members from being able to participate in the meeting;
- iii. interrupt another Member who is speaking, except to raise a Matter of Privilege or a Point of Order;
- iv. disobey the rules of the Board, or disobey a decision of the Chair or the Board on questions of order, practice, or on the interpretation of the rules of the Board.

- d. The Chair may exclude a Member from the meeting who has been given a warning but continues to disregard the Chair's rulings by the following process:
 - i. the Chair shall without debate put the question, "Should the Member be ordered to leave his or her seat for the duration of the meeting?"
 - ii. If the Board votes in the affirmative, the Chair will order the Member to leave his or her seat for the duration of the meeting;
 - iii. If the Member apologizes, the Chair, with the approval of the Board, may permit him or her to resume his or her seat.

20. CONDUCT OF THE PUBLIC AT MEETINGS

- a. Members of the public will be courteous and will not engage in any action which disturbs the meeting.
- b. Members of the public will not:
 - i. make any noise or disturbance that prevents Members from being able to participate in the meeting;
 - ii. address the Board without permission;
 - iii. use unparliamentary or offensive language; or
 - iv. display signs or placards.
- c. The Chair may exclude any person from the meeting for improper conduct.

21. RULES OF DEBATE

- a. The Chair will preside at all meetings of the Board, maintain order, decide whether Motions are in order and rule on all procedural matters.
- b. The Chair will maintain a list of Members who have signaled to the Chair that they wish to speak and recognize Members in the order in which they signaled that they wish to speak.
- c. A Member who wishes to speak will signal the Chair by a raised hand and will wait for recognition by the Chair.
- d. A Member who has already spoken may speak again only after all other Members have been given the opportunity to speak.

- e. A Member may not speak more than twice on an issue without the approval of the Board.
- f. The Chair will not put any matter to the vote, nor will any Member move a procedural motion to have the vote taken, until every Member who wishes to speak has spoken at least once.
- g. The Chair may place time limits on speeches. The time limit must be announced before the debate begins and must be the same for all Members.
- h. The Chair will not take part in the discussion of any item while in the chair. The Chair will ask the Vice-Chair to preside while the Chair participates in the discussion.
- i. The Chair's rulings on order or procedure are not debatable.
- j. Any of the Chair's ruling may be appealed by any Member by a Motion to Appeal a Ruling of the Chair under subsection 22(a).

22. PROCEDURAL RULINGS

The following procedural rulings may be requested at Board or Committee meetings:

a. Motion to Appeal a Ruling of the Chair

Made to challenge the ruling of the Chair by having the matter decided by the Board.

- i. The Chair's ruling must be challenged immediately after it is stated;
- ii. The Motion is not debatable;
- iii. The Motion must be voted on immediately;
- iv. If the Motion is carried, the Chair's decision is overturned.

b. Point of Order

Presented to point out a departure from the rules of procedure. A Point of Order:

- i. must be raised promptly;
- ii. may be made while interrupting another speaker;
- iii. must state the rule violated;
- iv. is not debatable;
- v. is decided by the Chair without debate.

c. Point Of Privilege

Presented to correct inaccuracies, or explain circumstances where a Member believes his or her reputation, or the Board's reputation, is negatively affected. A Point of Privilege:

- i. must be raised promptly;
- ii. may be made while interrupting another speaker;
- iii. is not debatable;
- iv. is decided by the Chair without debate.

23. MOTIONS

- a. All Board decisions will be made on the basis of Motions.
- b. A Motion will not be debated until it has been moved and seconded.
- c. A member may make a Motion that is Procedural or Substantive in accordance with this By-law.

24. TYPES OF MOTIONS

The following types of Motions may be made at a Board or Committee meeting:

a. MAIN MOTION

A substantive proposal for consideration and decision. Main Motions originate business, direct, authorize, adopt, approve, confirm or reject actions:

- i. Only one substantive Motion at a time is allowed.

b. MOTION TO AMEND

Made to alter the main Motion by adding, deleting or substituting words;

- i. A Motion to Amend must be relevant to the main Motion and may not negate it or materially alter its intent.
- ii. Amendments are voted on in reverse order of presentation.
- iii. The main Motion, as amended, is then voted on.

c. MOTION TO AMEND THE AMENDMENT

Made to alter the amendment by adding, deleting or substituting words in the amendment.

- i. This Motion is voted on before the original amendment.

d. MOTION TO REFER

Made to send an issue to a Committee or to staff for study before the Board makes a decision, at a time specified by the Board.

e. MOTION TO DEFER

Made to delay a decision on a matter by postponing consideration of the matter:

- i. until, or within, some specified time or time period; or
- ii. until a specified event happens; or
- iii. until a report or communication is presented.

Members may only debate the merits of deferring the matter and the time frame for deferral.

f. MOTION TO DIVIDE THE MOTION

Made to allow a complicated Motion to be put to the vote in distinct parts.

- i. The Motion being divided must contain distinct parts which can stand alone.
- ii. The Motion may be divided at the discretion of the Chair.

g. MOTION TO RECONSIDER

Made to re-examine a previous decision:

- i. After the result of the vote is announced, any Member who voted with the presiding side may move a Motion to reconsider at the same meeting or at a subsequent meeting in accordance with section 16 of this By-law;
- ii. In situations where there has been no recorded vote, the vote shall be deemed to have been unanimous in respect to all Members who participated in the vote;
- iii. No discussion of the matter will be allowed until the Motion to reconsider has carried;
- iv. No matter will be reconsidered more than once in a twelve-month period, unless a new Board has been appointed following the previous decision.

h. MOTION TO WITHDRAW

Made to remove a Motion from consideration of the meeting.

- i. Only the original mover and seconder may propose this Motion.

i. MOTION TO RECEIVE

Made to receive a report or other information without taking any action on it.

j. MOTION TO ADJOURN

Made to end the meeting

- i. This Motion is not debatable;
- ii. If carried, any unfinished business is automatically placed on the agenda for the next meeting.

k. MOTION TO EXTEND THE TIME LIMIT FOR THE MEETING

Made to allow the meeting to continue past the time set for adjournment:

- i. This Motion is not debatable except for an amendment as to time;
- ii. This Motion requires a two-thirds majority of the Members present to be adopted.

l. MOTION TO RECESS

Made to take a short break during a meeting:

- i. This Motion is not debatable.

m. MOTION TO WAIVE BY-LAW PROVISION(S)

- i. A Motion to waive any portion of the Procedural By-law on a one-time basis will pass if a two-thirds majority of all Board Members (eight) vote for it, subject to the exceptions identified in subsection ii. below.

ii. The Board cannot waive sections:

1 (a)	Principles
2	Definitions
3	Officers
4	Term of Chair and Vice Chair
5	Selection of Chair and Vice Chair
7	City Librarian and Secretary of the Board
8 (a)	Scheduled Meetings of the Board
9	Special Meetings
10	Meetings Open to the Public
11	Closed Meetings
12	Quorum
13	Notification of Absence
15	New Business from City Librarian
16	New Business from Board Members
17	Conflict of Interest Disclosure
22	Procedural Rulings
23	Motions
24 (m)	Motion to Waive By-Law Provisions
26	Voting on Motions
33	Amendment and Repeal

25. ORDER OF CONSIDERATION

Motions and other procedural rules shall be voted on in the following priority order:

- a. Adjourn
- b. Recess
- c. Point of privilege
- d. Point of order
- e. Appeal the ruling of the Chair
- f. Extend the time limit for the meeting
- g. Withdraw
- h. End debate
- i. Limit debate
- j. Refer
- k. Defer
- l. Receive
- m. Amendment to the amendment
- n. Amendments, in reverse order of presentation
- o. Divide the Motion

- p. Main Motion
- q. Reconsider

26. VOTING ON MOTIONS

- a. All matters will be decided by a majority vote of the Members present, except for a matter that requires a two-thirds majority vote as a result of the requirements of this By-law.
- b. A Member must be present when the Motion is put in order to vote.
- c. All Members present when the motion is put to the vote must vote, unless prohibited by statute, in which case it shall be so recorded. Any Member who refuses to vote is deemed to have voted against the Motion except where prohibited from voting by statute.
- d. The Chair or Acting Chair must vote with the other Members on all questions.
- e. Voting on all Motions will be by a show of hands.
- f. In the event of a tie vote the Motion is defeated.
- g. A Motion to reconsider is required to reopen a matter once the result of the vote is announced.

27. RECORDED VOTE

- a. The Chair will conduct a recorded vote if requested by any Member.
- b. The request must be made immediately before or after the taking of the vote.
- c. The Secretary will record the name and vote of every Member for the minutes and announce the results to the Chair.
- d. Results of the vote, including the name and vote of every Member, will be announced by the Chair immediately after the recorded vote has taken place.

28. LANGUAGE

The Board will conduct its meetings and business in English.

29. PUBLIC PRESENTATIONS

- a. Any person wishing to make a presentation to the Board regarding an items for action or information on the agenda, with the exception of the City Librarian's report, communications, and the Board Resolutions report, except as provided under section 29 (b), will be heard by the Board provided:
 - i. A request to make a presentation is made to the Secretary, in writing by 12:00 p.m. on the business day prior to the Board meeting.
 - ii. Include the name, address, telephone number and electronic mail address of the person or organization wishing to address the Board;

- iii. Include an outline of the submission to be made, and any relevant documentation;
- iv. The Chair in consultation with the Secretary may waive the above requirements if, in the Chair's opinion, there were extenuating circumstances or the presentation would no longer be relevant if made at another meeting.

b. The Board may hear a presentation about a matter not on the agenda with the approval of the Chair in consultation with the Secretary. Any request to present to the Board on a matter not on the agenda must:

- i. pertain to matters within the Board's jurisdiction;
- ii. be received prior to the Agenda Deadline;
- iii. be in writing and sent to the Secretary;
- iv. include the name, address, telephone number and electronic mail address of the person or organization wishing to address the Board;
- v. include an outline of the submission to be made, and any relevant documentation.

The Chair and Secretary may agree to schedule the presentation on the agenda of the next Board meeting or another future meeting of the Board or a Committee of the Board. The Chair and Secretary may refer matters of Library administration or operations to the City Librarian.

- c. Each presentation is limited to five minutes **regardless of the number of items or matters a presenter wishes to speak to** (excluding questions from Board Members). This time may be reduced or extended at the discretion of the Chair.
- d. Presentations from groups or organizations shall have no more than three speakers. The number of speakers does not affect the total time limit for a presentation.
- e. Any person making a presentation to the Board shall
 - i. only speak on the subject(s) for which they have received approval;
 - ii. obey the rules of procedure and any decision of the Chair;
 - iii. refrain from using offensive language;
 - iv. refrain from speaking disrespectfully of another person.
- f. Failure to abide by these rules is grounds for the Chair to conclude or curtail a presentation. If the Chair rules that the presentation is concluded, the person or persons appearing before the Board shall immediately withdraw.

30. COMMUNICATIONS

- a. Communications may be made in writing addressed to the Board, to the Chair or to the Secretary.
- b. Communications must:
 - i. pertain to matters over which the Board has jurisdiction;

- ii. be in a legible hand-written or printed form;
- iii. contain a name, address and/or telephone number, and an electronic mail address if delivered by electronic mail;
- iv. contain a signature unless delivered by electronic mail;
- v. not contain offensive language.

c. All communications, including personal information and opinions contained in a communication, that the Board receives about a matter on the agenda becomes part of the public record, unless the Secretary determines the disclosure of personal information would contravene the *Municipal Freedom of Information and Protection of Privacy Act*. Communications that form part of the public record are available to the Board and to the public and may be distributed prior to, or during, the Board or Committee meeting.

d. Communications that the Board receives about a matter on the agenda may be provided to the Board if received by the Secretary by 12:00 p.m. on the business day prior to the Board meeting. The Chair in consultation with the Secretary may waive these requirements if, in the Chair's opinion, there were extenuating circumstances.

e. For communications about matters not on the agenda the Chair, with the recommendation of the Secretary may:

- i. put the communication before the Board,
- ii. allow the City Librarian to consider the communication and to report to the Board, or to a Committee, in response to the communication; or
- iii. allow the City Librarian to respond to the communication as the City Librarian deems appropriate.

31 COMMITTEE OF THE WHOLE

- a. The Board may resolve, by Motion, into a Committee of the Whole.
- b. The rules and procedures set out in this Procedural By-law apply to meetings of Committee of the Whole, except that:
 - i. The Chair may participate in debate from the Chair;
 - ii. Subject to subsection (iii), the number of times a member may speak on any matter is not limited;
 - iii. Members may speak or ask questions only once each until every member who wishes to speak has done so; and
 - iv. A Motion does not need to be seconded.

32. COMMITTEES OF THE BOARD

- a. The Board may establish Committees as it considers necessary.

- b. The rules applicable to Board meetings in this By-law apply to Committee meetings except that:
 - i. the quorum for a Committee will be set by the Board;
 - ii. there is no time limit for meetings;
 - iii. the rules of procedure for Committee of the Whole will apply.
- c. The Board will approve the terms of reference and Membership of all Committees. The terms of reference will include:
 - i. the Committee purpose;
 - ii. the time frame for undertaking its activities; and
 - iii. the requirements for quorum.
- d. Each Committee will select its Chair at its first meeting.
- e. All Board Members will be notified of, and may attend, but not participate in all Committee meetings.
- f. Committee decisions are not binding on the Board. A Committee will report on its activities and make recommendations to the Board.
- g. Minutes of Committee meetings will be kept in accordance with section 18 of this By-law.
- h. The Board will review the need for the continued existence and Membership of all Committees at its First Meeting.

33. AMENDMENT AND REPEAL

- a. This By-law may be amended or repealed at any regular or special meeting of the Board if:
 - i. notice of the proposed amendment or repeal was given in writing at the previous Board meeting; and
 - ii. the amendment is approved by a two-thirds majority of all Board Members (eight).

APPENDIX A

CLOSED MEETING PROVISIONS OF THE PUBLIC LIBRARIES ACT, R.S.O. 1990, CHAPTER P.44

Closed meetings

16.1 (4) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

- (a) the security of the property of the board;
- (b) personal matters about an identifiable individual;
- (c) a proposed or pending acquisition or disposition of land by the board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a board or committee of a board may hold a closed meeting under another Act. 2002, c. 17, Sched. C, s. 24 (5).

Other criteria

(5) A meeting shall be closed to the public if the subject matter relates to the consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act if the board or committee of the board is the head of an institution for the purposes of that Act. 2002, c. 17, Sched. C, s. 24 (5).

Resolution

(6) Before holding a meeting or part of a meeting that is to be closed to the public, a board or committee of the board shall state by resolution,

- (a) the fact of the holding of the closed meeting; and
- (b) the general nature of the matter to be considered at the closed meeting. 2002, c. 17, Sched. C, s. 24 (5).

Open meeting

(7) Subject to subsection (8), a meeting shall not be closed to the public during the taking of a vote. 2002, c. 17, Sched. C, s. 24 (5).

Exception

(8) A meeting may be closed to the public during a vote if,

- (a) subsection (4) or (5) permits or requires the meeting to be closed to the public; and
- (b) the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the board or committee of the board or persons retained by or under contract with the board. 2002, c. 17, Sched. C, s. 24 (5).

Design Forward Thinking

Toronto Public Library Capital Projects

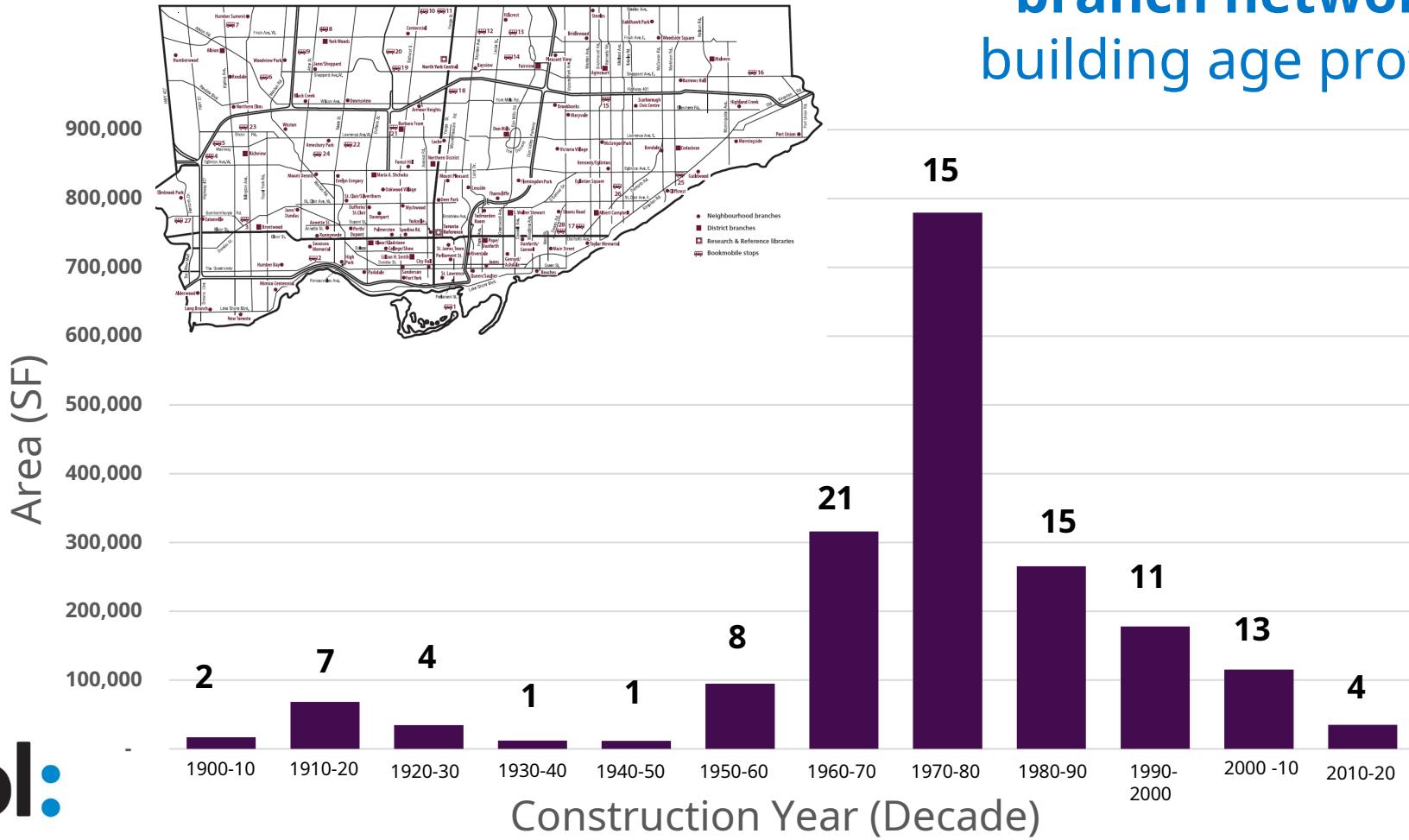
Toronto Public Library Board, October 22, 2019

Gail Rankin, Senior Manager, Facilities Management

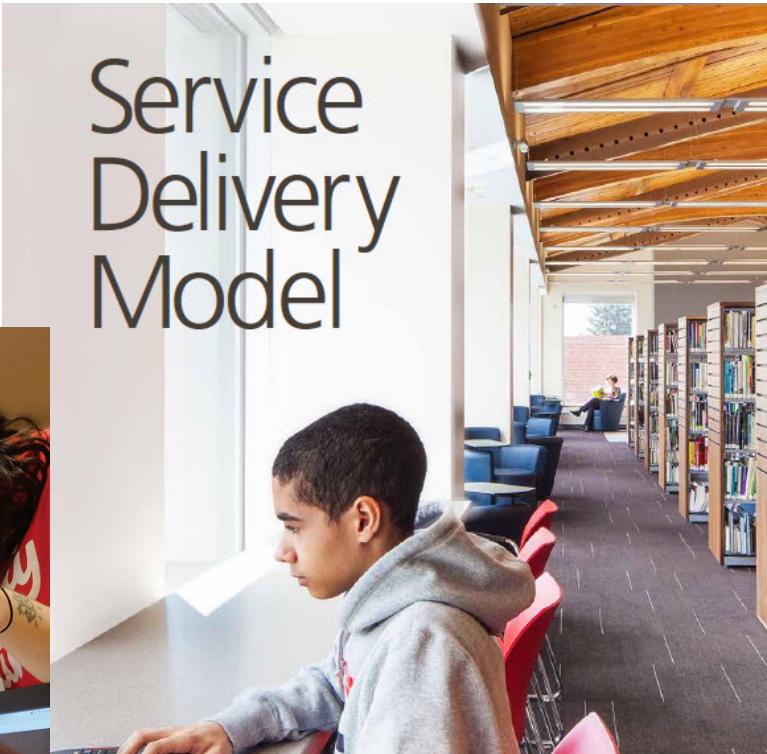
Susan Martin, Manager Capital Project Planning and Implementation



branch network : building age profile



keys to our success: frameworks



keys to our success: principles



design excellence
welcoming
vision
flexible
durable
sustainable

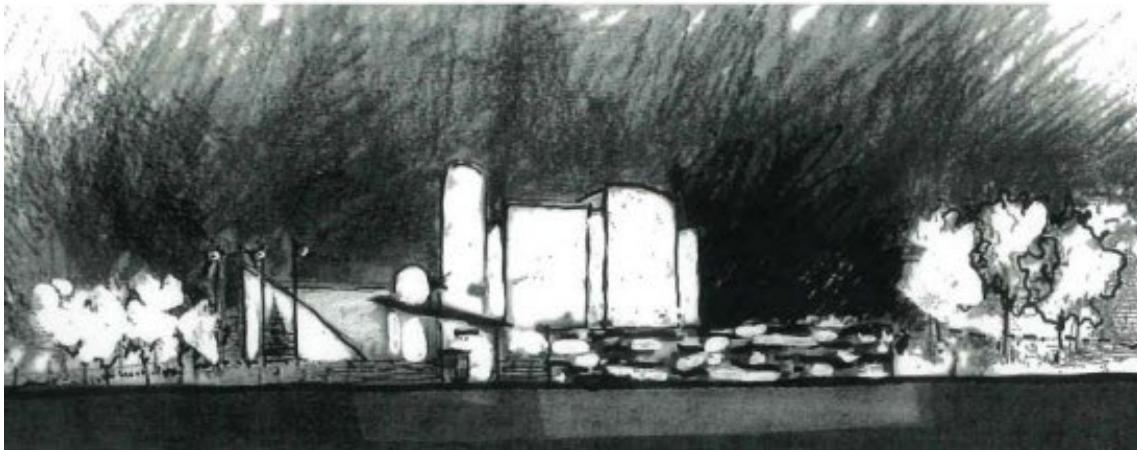


principle: design excellence



Bloor / Gladstone
branch

principle: vision



principle: vision



principle: welcoming



principle: welcoming



North York Central
Library



Toronto Reference
Library

principle: flexible



Scarborough Civic
Centre branch

principle: flexible



Scarborough Civic
Centre branch

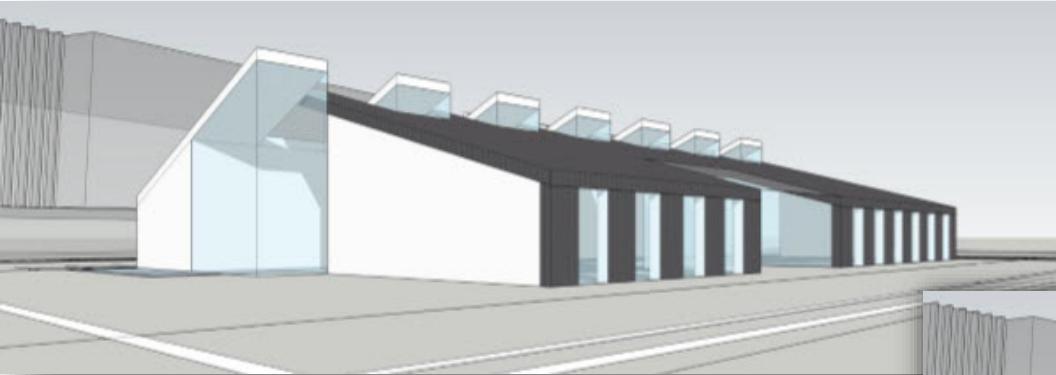


principle: flexible

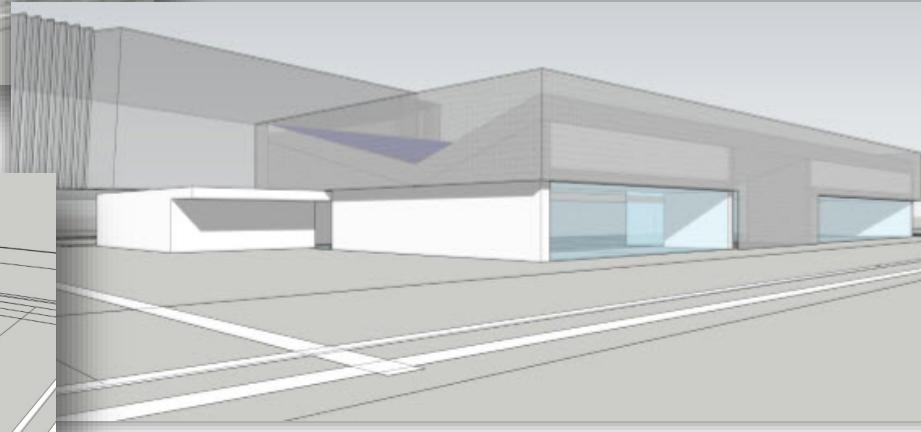
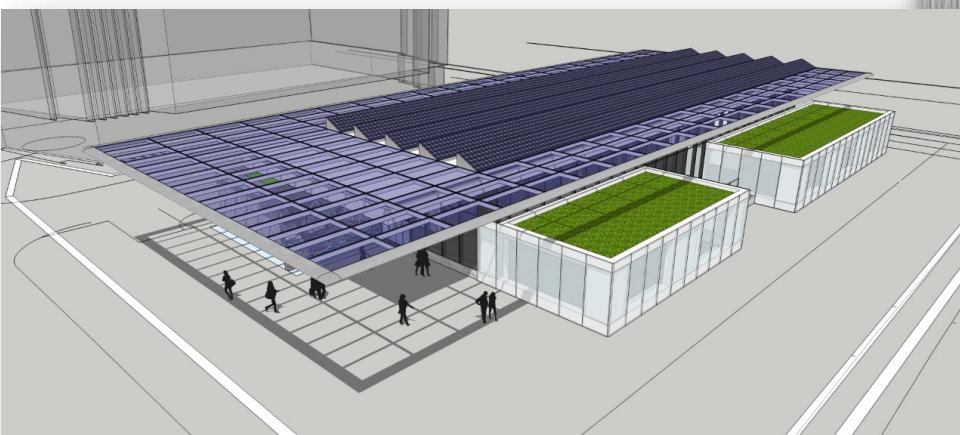


Toronto Reference
Library

principle: durable and sustainable



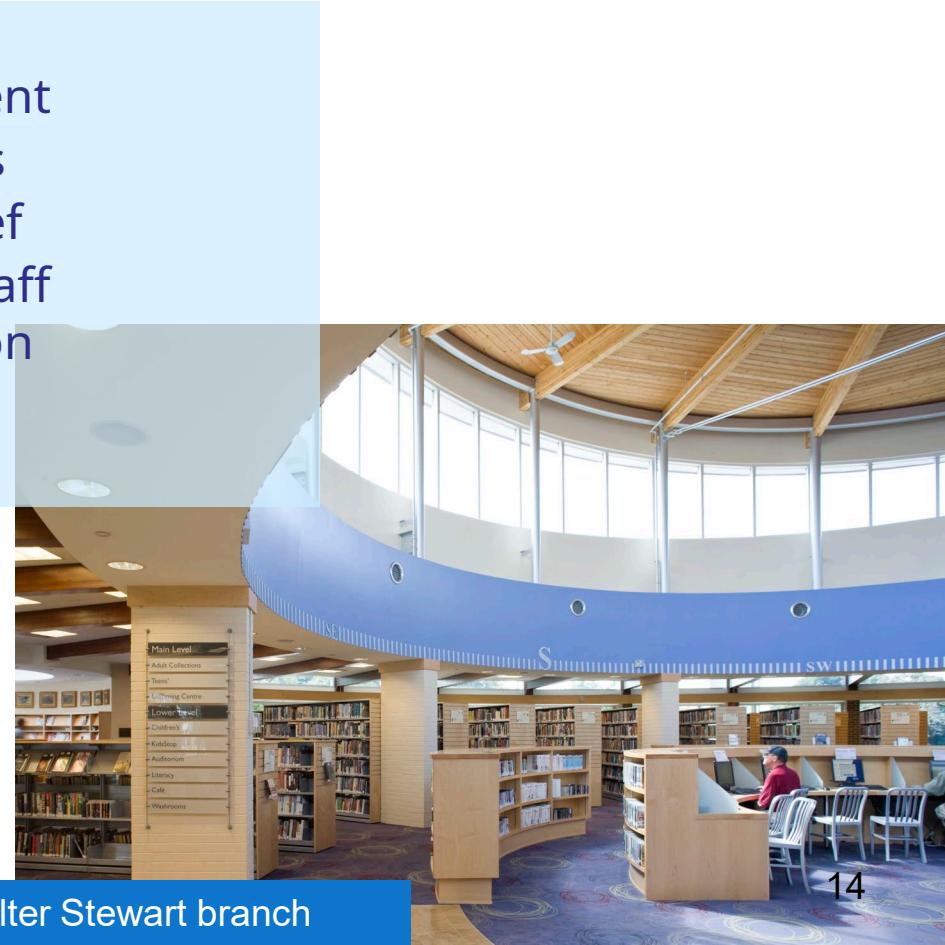
Centennial branch design
development options





Mount Dennis branch

procurement
staff teams
design brief
public & staff
consultation



S. Walter Stewart branch

tpl approach: procurement

Stage I

Criteria	Points	Criteria	Points
All Mandatory Forms	Pass/Fail	Project Personnel	10 pts
Presentation of Submission	5 pts	Vision	30 pts
Qualifications	10 pts	Stakeholders Needs	10 pts
Contract Administration	5 pts	Assessing Renovation Potential	10 pts
Relevant Experience	45 pts	Budget & Schedule Strategy	10 pts
References	5 pts	Financial Arrangements	30 pts
Financial Arrangements	30 pts	Total	100 pts
Total	100 pts		

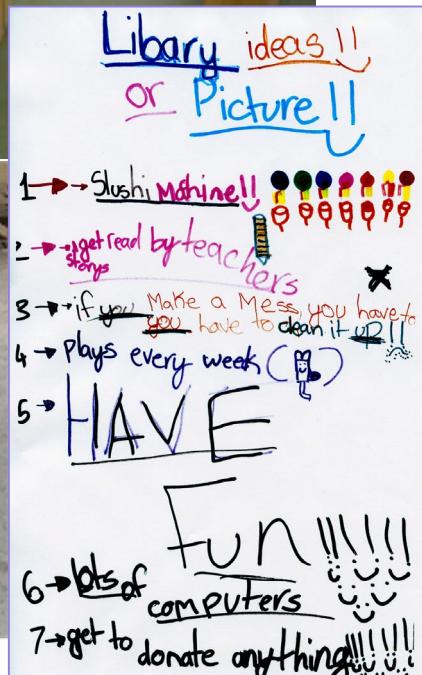
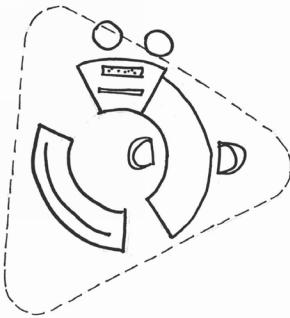
tpl approach: creative brief / scope of work / technical brief



tpl approach: staff teams

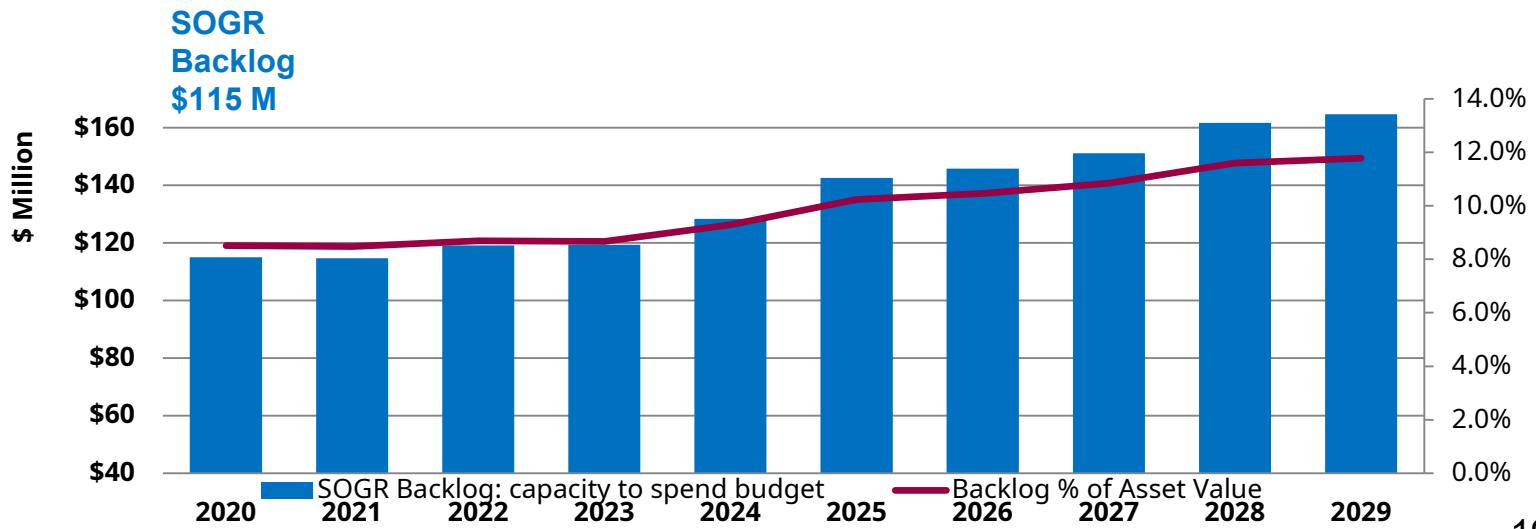


tpl approach: staff and public consultation



constraints, challenges and opportunities: SOGR backlog, budget, resourcing

Accumulated SOGR Backlog (\$M) as % of Asset Value



constraints, challenges and opportunities

North York Central Library



Authorities having jurisdiction

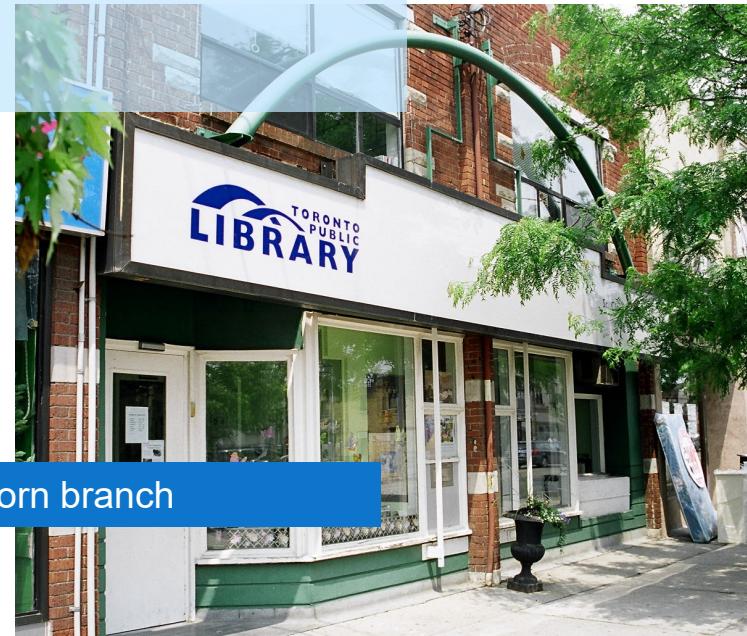
City standards



challenges and opportunities



scheduling
evolving requirements
dealing with site conditions

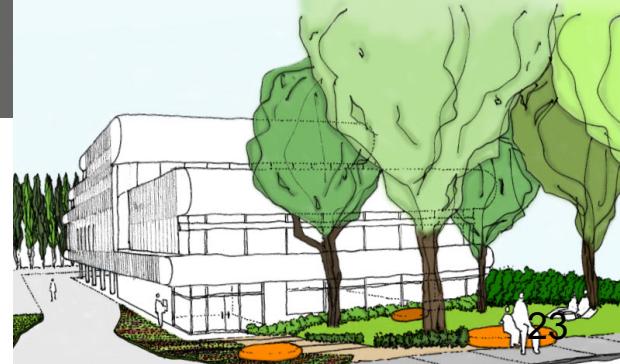
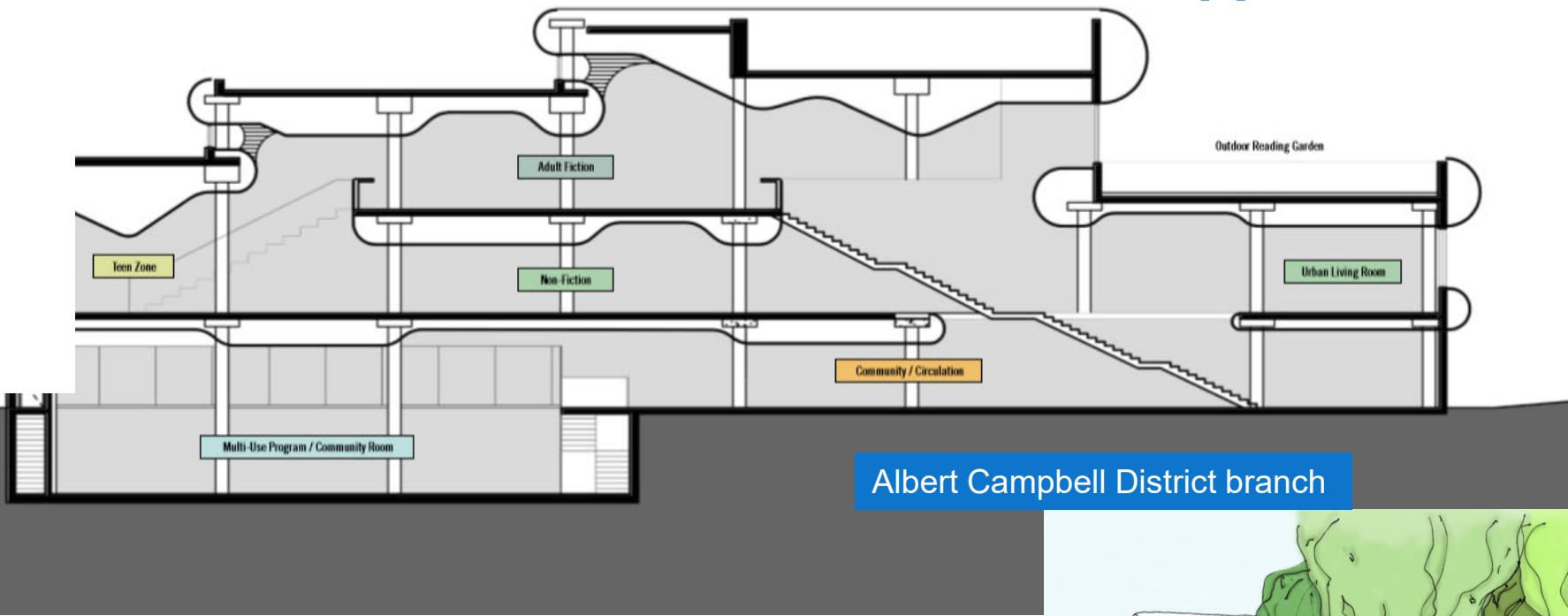


opportunities



making better use of
underused space

opportunities



opportunities



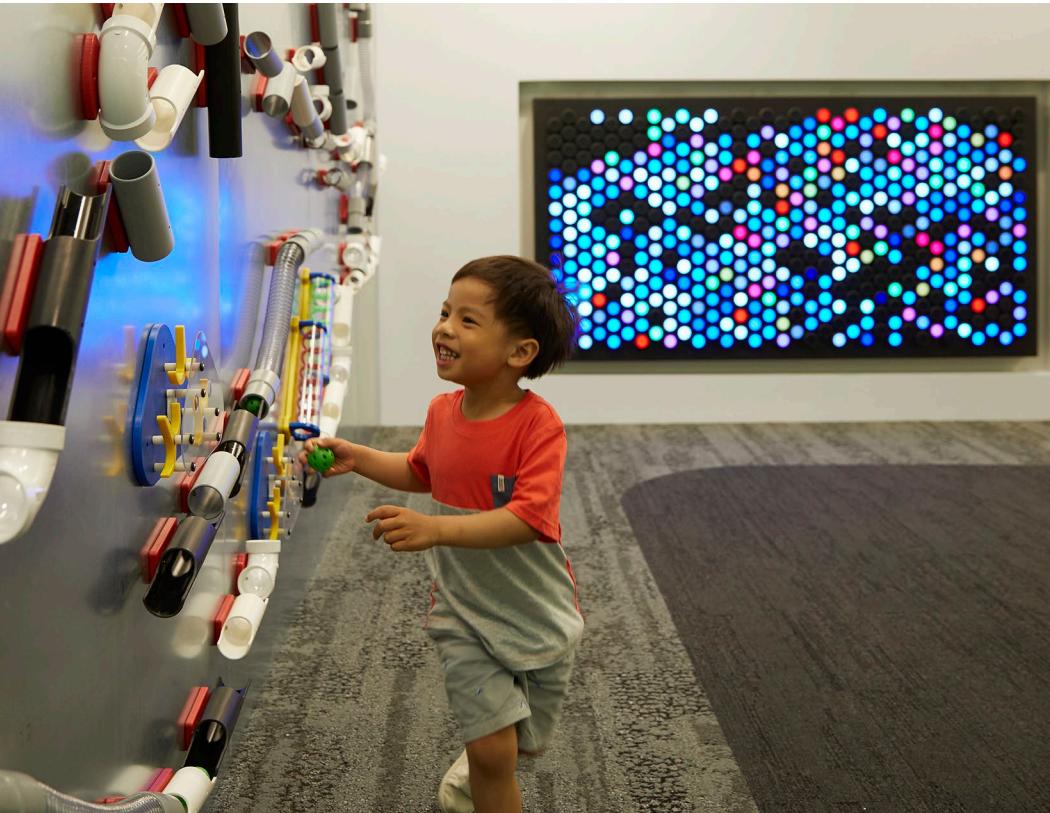
Albion branch



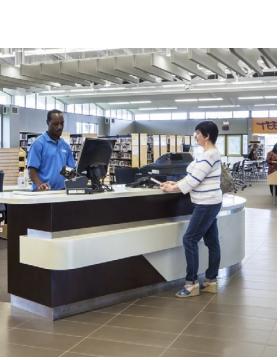
underlying principle: design excellence

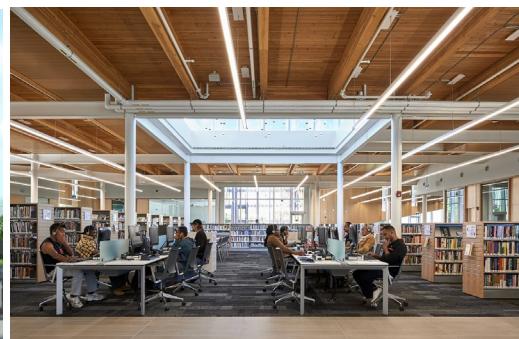
We often hear how Toronto is a city of neighbourhoods, and each has its own character and vibrant cultural spirit. When you say, Ossington, Queen West or Leslieville, different cultural experiences come to mind. But what about when you say Malvern or Albion? In these and other neighbourhoods that have traditionally had much less investment in their cultural spaces and public infrastructure, the library is providing cultural experiences, not only in terms of the experiences we are putting into those branches, but also, and this is important, in the aesthetic contribution that the physical buildings themselves make to their communities, and the important public spaces they represent, a space that says that this community deserves beauty and culture as much as any other community in this city.

Vickery Bowles, City Librarian,
Toronto Public Library











thank you

2020 Operating Budget – Update

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to provide the Toronto Public Library (TPL) Board with an update on the 2020 operating budget submission, following reviews that have been done with the City, and to provide additional context by presenting actual expenditures for 2016 to 2018 and 2019 projections.

Through the budget process, TPL staff presented the operating budget submission to City staff and at this time, there are no changes to the operating submission.

The results of the Ernst & Young-led value based outcome review have also been released to the City with no recommendations related to TPL. Therefore, the 2020 operating budget submission remains unchanged.

ALIGNMENT WITH STRATEGIC PLAN

The operating budget supports TPL's strategic plan by supporting digital literacy and inclusion, enhancing access to information, technology and e-learning, and transforming library operations for 21st century service excellence.

EQUITY IMPACT STATEMENT

The operating budget is informed by the principles of equity and access, and aligns the financial investment in library services to meet the needs of all Torontonians, including all equity-seeking groups.

DECISION HISTORY

At its meeting on September 23, 2019, the Board approved a [2020 operating budget submission](#) of \$191.759 million net (\$212.399 million gross), which represents a \$3.666 million net (\$5.084 million gross), or 1.9%, over the 2019 operating budget.

Also approved at the meeting were budget enhancements totaling \$6.445 million net and gross, or 3.4%, for a total 2020 budget increase of \$10.111 million net (\$11.529 million gross), or 5.4%.

COMMENTS

Administrative Review

On October 10, 2019, TPL staff met with City staff for an administrative review of TPL's 2020 operating budget submission. At this time, there are no changes to the operating submission.

Value Based Outcome Review

The City of Toronto engaged Ernst & Young to undertake a value based outcome review (VBOR) for selected City Divisions and Agencies to examine: service relevance and intended outcome, service delivery, modernization and efficiency opportunities, and expenditure and revenue sustainability. Recommendations from this review were intended to inform the 2020 budget submission.

Over the summer, TPL was part of this review with Ernst & Young and provided information regarding TPL's operating data (salaries and benefits, full-time equivalents), volume of contracts, modernization, transformation and innovation initiatives and key performance measures and methods.

The outcome of this review did not include any specific recommendations for TPL as Ernst & Young found that TPL has already addressed or is currently already addressing key operational and budget issues related to the review.

2016-2019 Expenditure Spending and 2020 Base Budget

TPL's operating base budget is based on previous years' actuals and is a reasonable and responsible funding request necessary to maintain existing services and service levels with modest increases in line with recent trends, mainly related to inflationary or other operational pressures.

TPL's 2020 operating base budget submission of \$191.759 million net (\$212.399 million gross), as detailed in Attachment 1, remains unchanged and is presented by category

and is aligned with historical annual actual or forecast spending from 2016 to 2019. TPL's annual expenditure and revenue trends support the 2020 budget request, as summarized in Table 1 below.

Table 1: 2016 - 2019 Actuals and 2020 Operating Base Budget (\$ millions)

		2016	2017	2018	2019	2020	
		Actuals	Actuals	Actuals	Forecast	Base Budget	Incr / (Decr)
EXPENDITURES							
1	Salaries and Benefits	143.506	141.903	144.949	151.077	152.853	1.776
2	Materials & Supplies	2.236	2.123	2.036	2.158	2.158	-
3	Furnishings & Equipment	0.769	1.005	0.707	0.337	0.337	-
4	Library Materials	19.273	19.755	19.963	20.415	20.925	0.510
5	Services & Rent	26.641	28.085	29.593	30.134	31.903	1.769
6	Services & Rent Foundation funded	2.542	1.668	2.704	2.508	1.000	(1.508)
7	Other Expenses	0.012	0.156	0.075	0.004	0.004	-
8	Contributions & Transfers	2.271	6.327	4.240	3.189	3.218	0.029
9	TOTAL EXPENDITURES	197.249	201.022	204.267	209.823	212.399	2.576
REVENUES							
10	Grants	5.695	5.704	5.723	5.678	5.678	-
11	Fines & Fees	5.241	5.299	5.331	5.775	5.939	0.164
12	Transfer from Capital	0.335	0.940	1.129	1.283	1.407	0.124
13	Other Revenues	2.415	2.228	2.239	2.286	2.314	0.029
14	Foundation Grants to TPL	2.542	1.668	2.704	2.508	1.000	(1.508)
15	Contributions & Transfers	4.094	6.145	4.808	4.199	4.301	0.102
16	TOTAL REVENUES	20.321	21.983	21.933	21.729	20.639	(1.090)
17	NET EXPENDITURES	176.928	179.038	182.334	188.093	191.759	3.666
18	APPROVED NET BUDGET	177.175	179.108	182.393	188.093		
19	<i>% Spent</i>	99.9%	100.0%	100.0%	100.0%		

Salaries & Benefits: Year-over-year annual increases in salaries and benefits are mainly related to cost of living adjustments (COLA), progression and merit increases. The temporary closure of North York Central (NYCL) for construction in 2017 and 2018 resulted in savings of \$4.000 million and \$2.250 million, respectively, which were redirected to fund the NYCL capital project and is reflected in increases in Expenditure Contributions & Transfers.

The 2020 base budget increase for salaries and benefits is mainly attributable to salary progression and merit, adjustment for an extra day of work, as well as inflationary increases to benefits. COLA is not included in the 2020 budget submission as the current collective bargaining agreement expires at the end of 2019 and COLA will be budgeted for by the City. The increase also includes additional staffing related to room rentals, capital project coordinators, and operating impact of capital projects. Most of

these positions have offsetting revenues described below with no net impact to the budget.

Materials & Supplies: There have been expenditure decreases in materials and supplies over the last few years, mainly related to efficiency savings for the cost of library material processing. These efficiency savings have also helped offset some inflationary pressures.

Furnishings & Equipment: Previous year spending in furnishings and equipment has been higher due to some immediate and urgent state of good repair issues. The 2020 budget is in line with 2019 current forecast.

Library Materials: The annual expenditure increases for library materials is related to economic factors.

Services & Rent: The annual expenditure increases for services and rent is related to economic factors and operational requirements, including contracted services (e.g. security guards, janitorial services and software maintenance) and library programming.

The 2020 base budget increase for services and rent is mainly for additional security guard coverage, increased costs for technology-related services and utilities.

Services & Rent Foundation funded: In the past, expenditures associated with Toronto Public Library Foundation (TPLF) grants that fund the costs of specific library initiatives have not been budgeted. The amount included in the 2019 forecast is approximately \$2.508 million. For the 2020 operating budget submission, TPL is budgeting \$1.000 million for library programming associated with specific library initiatives (TD Summer Reading Club, Musical Instrument Lending Library etc.), offset by budgeted grant funding of \$1.000 million from TPLF.

Expenditure Contributions & Transfers: The increases in 2017 and 2018 are related to the NYCL capital project as previously described.

The 2020 base increase is related to TPL's contribution to the City's insurance reserves as identified by the City's Financial Planning Division, which has mandated an increase of \$0.029 million over the 2019 amount.

Grants: A relatively flat trend in grant funding is comprised of unchanging provincial grants with occasional one-time funding for specific library initiatives.

Fines and Fees: The annual increases in fines and fees is primarily related to economic factors for venue and premium room rentals. From 2016 to 2019, the decrease in

library fines is offset by an increase in revenues from printing and premium room rentals. The 2020 budget increase is due to an inflationary increase and an additional increase in premium room rental revenue offset with one additional staff.

Transfer from Capital: The increase in Transfer from Capital in the 2020 budget is related to staff support for capital budget projects.

Other Revenues: The increases in other revenues is due to inflationary increases and is mainly related to sale of library materials and tenant revenue.

Foundation Grants to TPL: For 2016 to 2019, there are unbudgeted Toronto Public Library Foundation grants that fund specific library initiatives. In the past, these revenues have not been budgeted. In 2020, \$1.000 million of grant funding is included in the budget, which will be centered on specific library initiatives (e.g. TD Summer Reading Club, Musical Instrument Lending Library etc.) as discussed earlier.

Revenue Contributions & Transfers: The increase in 2017 was related to a one-time Development Charges (DC) bridging strategy resulting in an increased draw on DC for library materials, which was slowly phased back over the following two years.

CONCLUSION

TPL's 2020 operating budget submission (excluding COLA) is a reasonable and responsible funding request, based on previous years' actuals as detailed in this report, and is necessary to maintain existing services and service levels. The budget request balances the need to develop and deliver modern library services that include innovative self-service and online and technology-based services, while responding to the continuing demand for traditional services.

Following the results of the Ernst & Young led value based outcome review and an administrative review with City staff, the 2020 operating budget submission remains unchanged from the previous Board approved submission as presented at the September Board meeting and the budget review process will continue.

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: 2020 Operating Budget Submission and 2021-2022 Outlook

TORONTO PUBLIC LIBRARY

2020 Operating Budget and 2021-2022 Outlook

		2020 Operating Budget				2021 Outlook			2022 Outlook				
		STAFF FTE's	GROSS	REVENUE	NET	%	STAFF FTE's	NET	%	STAFF FTE's	NET		
			\$Ms	\$Ms	\$Ms			\$Ms			\$Ms		
2018 COUNCIL APPROVED ADJUSTED BUDGET		1,732.3	207.314	19.221	188.093		1,847.8	198.204		1,847.8	211.693		
Base Budget Pressures													
1	Salary COLA		0.000		0.000	0.0%		0.000	0.0%		0.000	0.0%	
2	Salary merit and step increase		0.340		0.340	0.2%		0.360	0.2%		0.370	0.2%	
3	Leap Day Adjustment		0.429		0.429	0.2%		-0.429	-0.2%				
4	Benefits cost economic increase		0.413		0.413	0.2%		0.405	0.2%		0.426	0.2%	
5	2018 Sunday Service Enhancement (2019 annualization)		0.208		0.208	0.1%							
		0.0	1.390	0.000	1.390	0.7%	0.0	0.337	0.2%	0.0	0.796	0.4%	
Economic Factors													
6	Facilities-related contracted services economic factor		0.580		0.580	0.3%		0.578	0.3%		0.512	0.2%	
7	Library Materials economic factor		0.510	0.102	0.408	0.2%		0.418	0.2%		0.429	0.2%	
8	Supplies & Services economic factor		0.347		0.347	0.2%		0.527	0.3%		0.541	0.3%	
9	Utilities economic factor		0.287		0.287	0.2%		0.348	0.2%		0.361	0.2%	
		0.0	1.724	0.102	1.622	0.9%	0.0	1.871	0.9%	0.0	1.844	0.9%	
Expenditure Pressures													
10	Operating impact of capital - Technology projects		0.693		0.693	0.4%		0.400	0.2%		0.400	0.2%	
11	Operating impact of capital - Building projects	1.5	0.148		0.148	0.1%		0.357	0.2%	4.0	1.037	0.5%	
12	Security Guard coverage		0.300		0.300	0.2%							
13	Contribution to City's insurance reserve		0.029		0.029	0.0%							
14	Capital Budget project coordinators	2.0	0.124	0.124	0.000	0.0%							
		3.5	1.293	0.124	1.169	0.6%	0.0	0.757	0.4%	4.0	1.437	0.7%	
	subtotal - base budget pressures	3.5	4.408	0.226	4.182	2.2%	0.0	2.966	1.5%	4.0	4.077	1.9%	
Efficiencies & Revenue Increases													
Expenditure Savings													
15	Line by line review efficiencies		-0.438		-0.438	-0.2%							
Revenue increases													
16	Increase revenue from sale of online materials			0.029	-0.029	0.0%							
17	Increase in revenue of premium rentals	1.0	0.114	0.164	-0.050	0.0%		-0.044	0.0%		-0.046	0.0%	
18	Toronto Public Library Foundation grants	1.0	1.000	1.000	0.000	0.0%							
		2.0	1.114	1.193	-0.078	0.0%	0.0	-0.044	0.0%	0.0	-0.046	0.0%	
	subtotal - efficiencies	2.0	0.676	1.193	-0.516	-0.3%	0.0	-0.044	0.0%	0.0	-0.046	0.0%	
19	Base Budget Increase		5.5	5.084	1.418	3.666	1.9%	0.0	2.922	1.5%	4.0	4.031	1.9%
20	2020 Operating Base Budget	1,737.8	212.399	20.639	191.759	1.9%	1,847.8	201.126	1.5%	1,851.8	215.724	1.9%	
Budget Enhancements - New Requests													
21	Open Hours Plan (\$18.3 M)												
22	Adding Mon hours, Sunday seasonal service and late evening service at 6 branches	40.9	2.231		2.231	1.2%		3.347	1.7%				
23	Inc. Mon-Sat hours, Sunday hours and late evening service at remaining branches	56.1	2.894		2.894	1.5%		4.341	2.2%				
24	Increase Sunday hours and late night service to midnight	97.1	5.125		5.125	2.7%		2.178	1.1%		3.267	1.5%	
		4.0	0.223		0.223	0.1%		0.223	0.1%				
	Community Librarians outreach program	101.1	5.348	0.000	5.348	2.8%	0.0	10.089	5.1%	0.0	3.267	1.5%	
Budget Enhancements - Prior Year Council Planned (yr 3)													
25	2018-2020 Two new Youth Hub locations (revised costing)	4.0	0.461		0.461	0.2%		0.010	0.0%				
26	2018-2020 Seasonal Sunday Service at 8 Neighbourhood branches	0.208			0.208	0.1%		0.208	0.1%				
		4.0	0.669		0.669	0.4%		0.218	0.1%		0.000	0.0%	
	subtotal - Prior Year Council Planned (yr 3)												
Budget Enhancements - Council Initiatives													
27	Seniors Strategy Digital Literacy Program	4.0	0.378		0.378	0.2%		0.210	0.1%				
28	Digital Safety and Literacy Programming	1.0	0.050		0.050	0.0%		0.050	0.0%				
		5.0	0.428	0.000	0.428	0.2%	0.0	0.260	0.1%	0.0	0.000	0.0%	
	subtotal -Council Initiatives	110.1	6.445	0.000	6.445	3.4%	0.0	10.567	5.3%	0.0	3.267	1.5%	
	subtotal - Budget Enhancements												
29	Budget Increase with Service Enhancements	115.6	11.529	1.418	10.111	5.4%	0.0	13.489	6.8%	4.0	7.298	3.4%	
30	2020 Operating Budget	1,847.8	218.844	20.639	198.204	5.4%	1,847.8	211.693	6.8%	1,851.8	218.991	3.4%	

Toronto Public Library Board - 2020 Proposed Meetings and Locations Schedule

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

This report provides the dates and locations for Toronto Public Library Board meetings in 2020 for information. The schedule of 2020 Board meetings will be presented to the Board for approval in January 2020 as per the Toronto Public Library Board Procedural By-law

FINANCIAL IMPACT

There is no financial impact arising from the information in this report.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees 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 January meeting. The proposed dates for meetings in 2020 are provided at this time, before official approval of the dates, to assist Board members and staff in making long-range plans.

The City provides a proposed meeting schedule for Council and its Committees allowing time for the City's agencies, corporations and special purpose bodies to

schedule their own meetings. The Board's 2020 schedule provides for the requirement to hold regular meetings once a month for at least ten months each year.

Beginning in 2014 at the Board's request, two meetings each year in the spring and fall have been scheduled in alternate branches to the Toronto Reference Library (TRL). Continuing this practice, alternate locations have been selected for meetings in the spring and fall of 2020.

COMMENTS

The following dates, start times and locations are proposed for meetings of the Toronto Public Library Board in 2020:

Date	Time	Location	Date	Time	Location
Monday Jan. 27	6:00 pm	TRL	Monday June 22	6:00 pm	TRL
Monday Feb. 24	6:00 pm	TRL	Monday Sep. 21	6:00 pm	TRL
Monday Mar. 23	6:00 pm	TRL	Monday Oct. 19	6:00 pm	Agincourt Branch
Monday Apr. 27	6:00 pm	Bloor / Gladstone Branch	Monday Nov. 16	6:00 pm	TRL
Monday May 25	6:00 pm	TRL	Monday Dec. 14	6:00 pm	TRL

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

Board Resolutions – Status Report

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

This report lists the status of outstanding Toronto Public Library Board resolutions.

BACKGROUND INFORMATION

At the April 2, 2012 meeting, the Toronto Public Library Board approved the inclusion of Board Resolutions – Status Report on Library Board meeting agendas.

Attachment 1 summarizes all outstanding Toronto Public Library Board resolutions.

SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: Board Resolutions – Status Report – October 22, 2019

STATUS REPORT
TORONTO PUBLIC LIBRARY BOARD RESOLUTIONS
AS AT OCTOBER 22, 2019

DATE OF MEETING	MOTION (Ref: Minute #)	STATUS	TARGET DATE
Sep. 8, 2014	14-150 – Notice of Motion: Funding and Timing of Perth/Dupont Branch Relocation		
	5. requests that the local City Councillor consult with the local community and make a recommendation to the Board for a new name for the relocated branch (which will no longer be located at the corner of Perth and Dupont).	IN PROGRESS Staff to bring a recommendation to the Board for a new name for the relocated branch to the Board for approval.	To be determined
Feb. 22, 2016	16-040 – Naming Opportunity – Daniel Grafton Hill III		
	2. requests staff to provide updates to the Toronto Public Library Board on this initiative at strategic intervals.	IN PROGRESS This initiative is dependent on a future branch capital project and consultation process.	To be determined

2020-2029 Capital Budget and Plan – Revised

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to seek Toronto Public Library (TPL) Board approval of a revised 2020-2029 capital budget and plan submission as directed by City Finance staff. City Finance staff conducted a review of the development charges (DC) reserve fund and future community benefits charges (CBC) revenue projections and has instructed TPL to reduce the amount of DC/CBC funding for each capital project in the 10-year budget submission by an additional 15% discount rate. They also instructed TPL to further reduce the DC/CBC funding amount (if necessary) to ensure that the DC/CBC funding request for each of the years in the 10-year plan is adequate and any shortfalls be replaced with debt funding.

The revised 2020-2029 capital budget and plan submission (including 2019 carry forwards) requests funding approval of \$27.825 million debt (\$45.011 million gross) for 2020 and \$430.647 million debt (\$532.795 million gross) over 2020-2029, which is an increase of \$123.070 million debt over the original 2020-2029 budget submission. There is no change to the gross funding request, and the number of projects and the timing of the projects also have not changed; only the funding sources have changed. The overall net impact of the \$123.070 million reduction in the DC/CBC funding source is offset by a corresponding increase in debt funding.

The 2020-2029 capital budget and plan submission is an increase of \$116.636 million gross over last year's budget submission mainly due to requests for TPL's digital strategy and TPL's priority to focus on State of Good Repair (SOGR) in the branches while addressing the need for relocated and expanded library branches to address population growth and service demand.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the revised 2020-2029 capital budget and plan submission of \$27.825 million debt (\$45.011 million gross) for 2020 and \$430.647 million debt (\$532.795 million gross) over 2020-2029, comprised of:
 - 1.1 28 projects, as detailed in Attachment 1, totalling \$26.616 million debt (\$43.802 million gross) in 2020 and \$330.812 million debt (\$432.960 million gross) over 2020-2029, which reflects TPL's Capacity to Spend Capital Budget and Plan; and
 - 1.2 4 projects, as detailed in Attachment 2, totalling \$1.209 million debt and gross in 2020 and \$99.835 million debt and gross over 2020-2029 that reflects TPL's Capital Needs Constraints.

FINANCIAL IMPACT

The revised 2020-2029 capital submission of \$430.647 million debt (\$532.795 million gross) as shown in Table 1 below is comprised of funding for 28 projects that reflect TPL's Capacity to Spend Capital Budget and Plan of \$330.812 million debt (\$432.960 million gross) and funding for four projects that reflect TPL's Capital Needs Constraints of \$99.835 million debt and gross. The revised capital submission includes a \$123.070 million reduction in DC/CBC revenues as a funding source, offset by a corresponding increase in debt funding. The SOGR backlog is estimated to grow to over \$165 million by 2029.

Table 1: REVISED 2020 - 2029 Capital Submission Summary (\$ millions)
(includes 28 projects for Capacity To Spend and 4 project for Capital Needs Constraints)

	2020	2021	2022	2023	2024	Total 2020-2024	2025	2026	2027	2028	2029	Total 2025-2029	Total 2020-2029
Buildings - Gross	36.733	35.181	36.200	46.534	49.690	204.338	55.864	53.119	51.069	44.295	34.618	238.965	443.303 83.2%
IT - Gross	8.278	7.676	8.043	9.006	9.384	42.387	9.385	10.453	8.903	9.087	9.277	47.105	89.492 16.8%
Total Gross Request	45.011	42.857	44.243	55.540	59.074	246.725	65.249	63.572	59.972	53.382	43.895	286.070	532.795 100.0%
Non-Debt Sources of Funding													
- Development Charges / Community Benefits Charges	13.480	8.457	10.326	5.694	6.080	44.037	6.486	6.911	7.360	7.832	8.063	36.652	80.689 15.1%
- Library operating budget	1.778	1.378	1.778	1.778	1.778	8.490	1.378	1.378	1.378	1.378	1.378	6.890	15.380 2.9%
- Section 37	0.495	0.921	0.500	-	1.055	2.971	-	-	-	-	-	-	2.971 0.6%
- City Reserves	-	-	-	-	1.100	1.100	-	-	-	-	-	-	1.100 0.2%
- Other internal	0.706	0.480	-	-	-	1.186	-	-	-	-	-	-	1.186 0.2%
- Other external	0.727	0.095	-	-	-	0.822	-	-	-	-	-	-	0.822 0.2%
Total Non-Debt Funding	17.186	11.331	12.604	7.472	10.013	58.606	7.864	8.289	8.738	9.210	9.441	43.542	102.148 19.2%
Total Debt Request	27.825	31.526	31.639	48.068	49.061	188.119	57.385	55.283	51.234	44.172	34.454	242.528	430.647 80.8%
Incremental Operating Impacts	0.964	0.881	1.437	0.233	0.336	3.851	0.756	2.608	0.466	0.350	0.201	4.381	8.232
<i>FTEs</i>	3.5	-	4.0	-	2.0	9.5	2.0	24.5	2.0	2.0	-	30.5	40.0

The gross 10-year capital plan request is comprised of City debt funding of \$430.647 million, or 80.8%, and non-debt sources of funding of \$102.148 million, or 19.2%, including DC/CBC funding (\$80.689 million, or 15.1%), contribution from the operating budget (\$15.380 million, or 2.9%), Section 37 funding (\$2.971 million, or 0.6%), City reserves (\$1.100 million, or 0.2%), and other funding (\$2.008 million, or 0.4%).

The incremental net operating impacts over the 2020-2029 period total \$8.232 million and 40.0 full-time equivalents (FTEs) net, comprised of \$5.182 million (13.5 FTEs) from the Capacity to Spend Capital Budget and Plan and \$3.049 million (26.5 FTEs) from the Capital Needs Constraints. The additional operating expenses of \$5.182 million and 13.5 FTEs from the Capacity to Spend Capital Budget is mainly due to the planned expansion of Dawes Road branch and the relocation and expansion of Bayview-Bessarion, Parliament Street and Perth/Dupont branches as well as capital investment in technology projects for modernization and transformation initiatives and an additional 2.0 FTEs to support SOGR projects. The \$3.049 million additional operating expenses (26.5 FTEs) from the Capital Needs Constraints is mainly due to planned relocation and expansion of the Danforth/Coxwell branch, City Hall branch and Parkdale branch as well as construction of a 28,000 sq. ft. district library on City-owned property at the new Etobicoke Civic Centre complex.

The complete 10-year capital submission summary with gross and debt funding for capital projects is included in Attachments 1 (Capacity to Spend) and 2 (Capital Needs Constraints).

The Director, Finance and Treasurer has reviewed this financial impact statement and agrees with it.

ALIGNMENT WITH STRATEGIC PLAN

The 2020-2029 capital budget and plan supports TPL's strategic plan, in particular: advancing our digital platforms, breaking down barriers to access, expanding access to technology and training, and transforming for 21st century service excellence.

TPL's 2020-2029 capital budget and plan submission aligns and supports Council's strategic plan and vision to make Toronto a centre of innovation and growth. The capital plan builds and maintains beautiful public space in every neighbourhood and leverages digital advances and technology to create smart and efficient services. By enhancing the accessibility and inclusivity of library branches and expanding digital access, the plan supports equitable access to library services for all and enhances investment and quality of life in neighbourhoods across the city.

EQUITY IMPACT STATEMENT

The 2020-2029 capital budget and plan submission is informed by the principles of equity and access. The plan was developed using access as one of the key drivers for investment in capital projects. The plan will increase TPL's capacity to align the investment in library facilities and services with need and demand across the city. It seeks to improve equity with respect to facility and service access for all residents, including equity-seeking groups in the city of Toronto.

DECISION HISTORY

At the meeting on September 23, 2019, the Library Board approved the [2020-2029 Capital Budget and Plan](#) of \$19.559 million debt (\$45.011 million gross) in 2020 and \$307.577 million debt (\$532.795 million gross) over 2020-2029, which is comprised of \$277.055 million debt (\$432.960 million gross) reflecting TPL's Capacity to Spend and \$30.522 million debt (\$99.835 million gross) that reflects TPL's Capital Needs Constraints.

Table 2: September 23, 2019 - 2020 - 2029 Capital Budget and Plan Submission (\$ millions)

	2020			2020 - 2029		
	<u>Gross</u>	<u>Debt</u>	<u>Non-Debt</u>	<u>Gross</u>	<u>Debt</u>	<u>Non-Debt</u>
Capacity to Spend Capital Budget and Plan	\$ 43.802	\$ 19.559	\$ 24.243	\$ 432.960	\$ 277.055	\$ 155.905
Capital Needs Constraints Budget and Plan	\$ 1.209	\$ -	\$ 1.209	\$ 99.835	\$ 30.522	\$ 69.313
Total Budget Submission	\$ 45.011	\$ 19.559	\$ 25.452	\$ 532.795	\$ 307.577	\$ 225.218

ISSUE BACKGROUND

Each year, TPL submits a Board approved 10-year capital plan that undergoes an administrative and political review at the city prior to Council approval. Capital projects are primarily funded by city debt and development charges. The existing DC reserve fund has a projected 2020 opening balance of \$33.468 million. Starting in 2021, the DC funding will be replaced by CBCs under Bill 108 the More Homes, More Choices Act. Future CBC revenues are projected to be \$93.814 million from 2021-2029. The 2020-2029 capital submission fully maximizes the DC funds that have been received prior to the introduction of Bill 108 as well as forecasted CBC revenues during the plan period.

Current DC funding, and future CBC funding, amounts for each capital project in the 2020-2029 capital submission are calculated using a methodology based on the growth component of a project that is primarily funded by DCs/CBCs while non-growth components of a project are funded primarily by debt. All projects within the plan have some growth-related components, including the transformation of staff space into public space, creation of flexible space and multi-purpose program rooms, additional

public seating and electrical outlets, outdoor programmable space, new IT services and self-service options to meet the needs of a growing population.

COMMENTS

City Finance staff conducted a review of the DC reserve fund and future CBC revenue projections, and has instructed TPL to reduce the amount of DC/CBC funding for each capital project in the 10-year budget submission by an additional 15% discount rate. They also instructed TPL to further reduce the DC/CBC funding amount (if necessary) to ensure that the DC/CBC funding request for each year in the 10-year plan does not exceed the revenue available in the DC/CBC reserve fund or the future estimated CBC revenue projections. The impact on the 10-year capital submission of a reduction in DC/CBC draws and the additional 15% discount rate is detailed below.

Capacity to Spend Capital Budget and Plan - Revised

The September 23, 2019 original debt funding request in the 2020-2029 capital submission of \$19.559 million (\$43.802 million gross) in 2020 and \$277.055 million (\$432.960 million gross) over 2020-2029 is being increased by \$7.057 million (\$0 gross) in 2020 and increased by \$53.757 million (\$0 gross) over 2020-2029 as shown in Table 3 below. There is no change to the gross funding request or the number of projects or the timing of projects.

Table 3 - Capacity to Spend

2020-2029 Capital Budget and Plan (\$ millions)

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTAL
Debt	19.559	27.567	25.860	24.768	28.883	28.079	34.543	29.579	26.932	31.285	277.055
Development Charges / Community Benefits Charges	20.537	11.203	15.739	15.805	10.770	13.239	7.561	12.972	15.388	11.232	134.446
Other	3.706	2.874	2.278	1.778	3.933	1.378	1.378	1.378	1.378	1.378	21.459
Original Submission	43.802	41.644	43.877	42.351	43.586	42.696	43.482	43.929	43.698	43.895	432.960
Debt	26.616	30.313	31.273	34.879	33.573	34.832	35.193	35.191	34.488	34.454	330.812
Development Charges / Community Benefits Charges	13.480	8.457	10.326	5.694	6.080	6.486	6.911	7.360	7.832	8.063	80.689
Other	3.706	2.874	2.278	1.778	3.933	1.378	1.378	1.378	1.378	1.378	21.459
Revised Submission	43.802	41.644	43.877	42.351	43.586	42.696	43.482	43.929	43.698	43.895	432.960
Changes:											
Debt	7.057	2.746	5.413	10.111	4.690	6.753	0.650	5.612	7.556	3.169	53.757
Development Charges / Community Benefits	(7.057)	(2.746)	(5.413)	(10.111)	(4.690)	(6.753)	(0.650)	(5.612)	(7.556)	(3.169)	(53.757)
Other	-	-	-	-	-	-	-	-	-	-	-
subtotal	-	-	-	-	-	-	-	-	-	-	-

Maryvale Branch

TPL intended to submit a Council report in 2019 requesting approval of a twenty-year lease agreement for a new, larger location for the Maryvale branch and an in-year budget adjustment to add the renovation of the new leased Maryvale branch as a new project to TPL's Council-approved 2019 capital budget and 2020-2028 capital budget and plan. Instead, City Finance staff advised TPL to include the full \$2.714 million project cost in the revised 2020-2029 capital submission as a new project with cash flows spread over 2020 and 2021. Approval of the Maryvale project by the City will be part of the 2020-2029 capital budget and plan approval process.

The complete revised 10-year capital submission summary with gross and debt funding for capital projects is included in Attachment 1.

Capital Needs Constraints – Revised

Based on City instructions, there are four projects which have City partners, are not fully funded and are therefore not included within TPL's Capacity to Spend Capital Budget and Plan. The original debt funding request of \$0 (\$1.209 million gross) in 2020 and \$30.522 million (\$99.835 million gross) over 2020-2029 is being increased by \$1.209 million (\$0 gross) in 2020 and increased by \$69.313 million (\$0 gross) over 2020-2029 as shown in table 4 below. There is no change to the gross funding request or the number of projects or the timing of projects.

Table 4 - Capital Needs Constraints

2020-2029 Capital Budget and Plan (\$ millions)

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTAL
Debt	-	0.242	-	3.067	1.777	0.304	5.087	11.852	8.193	-	30.522
Development Charges / Community Benefits Charges	1.209	0.971	0.366	10.122	13.711	22.249	15.003	4.191	1.491	-	69.313
Original Submission	1.209	1.213	0.366	13.189	15.488	22.553	20.090	16.043	9.684	-	99.835
Debt	1.209	1.213	0.366	13.189	15.488	22.553	20.090	16.043	9.684	-	99.835
Development Charges / Community Benefits Charges	-	-	-	-	-	-	-	-	-	-	-
Revised Submission	1.209	1.213	0.366	13.189	15.488	22.553	20.090	16.043	9.684	-	99.835
Changes:											
Debt	1.209	0.971	0.366	10.122	13.711	22.249	15.003	4.191	1.491	-	69.313
Development Charges / Community Benefits subtotal	(1.209)	(0.971)	(0.366)	(10.122)	(13.711)	(22.249)	(15.003)	(4.191)	(1.491)	-	(69.313)
	-	-	-	-	-	-	-	-	-	-	-

Parkdale Branch

As a result of a Council motion in 2017 requesting City staff to coordinate the redevelopment of City-owned properties at 1313, 1303 Queen Street West and 220 Cowan Avenue, City Real Estate launched the Parkdale Community Hub Feasibility Study. The study includes the Parkdale branch, Parkdale Arts & Culture Centre and the Masaryk-Cowan Community Recreation Centre. As part of the feasibility study, City Real Estate conducted numerous consultations with the public and various stakeholder

groups, including the Library. The input gathered was used to develop various massing options and a proposed massing option has been selected that will be put forward for consideration. City Real Estate will be providing Council with an update in December that will include the proposed massing option. A further update will be provided to the Board following the release of the feasibility study. TPL staff will also continue to work with City Real Estate and other stakeholders to ensure that the appropriate requirements for library service are met.

The complete revised 10-year capital submission summary with gross and debt funding for capital projects is included in Attachment 2.

Administrative Review

On October 10, 2019, TPL staff met with City staff for an administrative review of TPL's 2020-2029 capital budget and plan submission. The 2020-2029 capital submission will be further refined with updated 2019 carry forward amounts based on third quarter results, status of current capital projects, future year projects readiness to proceed, and City affordability. Reviews are continuing.

CONCLUSION

The revised capital submission gross funding is unchanged and maintains all capital projects, project funding and timing. Based on direction from City Finance staff, the revised capital submission includes a \$123.070 million reduction in the use of DC/CBC revenues as a funding source and a corresponding increase in debt funding.

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SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: 2020-2029 Capital Budget and Plan Submission – Capacity to Spend
Capital Budget and Plan Revised

Attachment 2: 2020-2029 Capital Budget and Plan Submission – Capital Needs
Constraints Revised

TORONTO PUBLIC LIBRARY
2020 - 2029 Capital Budget and Plan - Gross and Debt Funding Revised
Capacity to Spend Capital Budget and Plan
(\$millions)

PROJECT NAME	PROJECT INFORMATION						GROSS										DEBT										TOTAL 2020 - 2029 (incl cfwd)								
	Cost Est.	Develop. Charges	S. 37/ 45/ Reserves	Other Funding	Debt		2019 cfwd	2020	2021	2022	2023	2024	TOTAL 2020- 2024	2025	2026	2027	2028	2029	TOTAL 2025- 2029	2019 cfwd	2020	2021	2022	2023	2024	TOTAL 2020- 2024	2025	2026	2027	2028	2029				
Technology Projects																																			
1 Tech Asset Mgmt Prg (TAMP)	62.634	2.535	-	13.780	46.319		-	5.124	5.151	5.492	6.429	6.780	28.976	6.754	7.793	6.214	6.369	6.528	33.658	62.634	-	3.323	3.722	3.754	4.665	5.020	20.484	5.326	6.010	4.786	4.563	5.150	25.835	46.319	
2 Service Modernization and Transformation	11.204	0.595	-	-	10.609		-	1.000	1.025	1.051	1.077	1.104	5.257	1.131	1.160	1.189	1.218	1.249	5.947	11.204	-	0.769	1.025	1.011	1.039	1.077	4.921	1.070	1.104	1.114	1.191	1.209	5.688	10.609	
3 Virtual Branch Services (VBS)	15.000	11.517	-	-	3.483		-	1.500	1.500	1.500	1.500	1.500	7.500	1.500	1.500	1.500	1.500	1.500	7.500	15.000	0.654	-	0.438	0.225	0.225	0.480	0.225	1.593	0.480	0.225	0.480	0.225	0.480	1.890	3.483
4 Answerline & Community Space Rental Modernization	1.400	0.061	-	-	1.339		0.654	-	-	-	-	-	-	-	-	-	-	-	-	0.654	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Technology Projects	90.238	14.708	-	13.780	61.750		0.654	7.624	7.676	8.043	9.006	9.384	41.733	9.385	10.453	8.903	9.087	9.277	47.105	89.492	-	4.530	4.972	4.990	6.184	6.322	26.998	6.876	7.339	6.380	5.979	6.839	33.413	60.411	
Building Projects																																			
5 Multi-Branch Renovation Program (SOGR)	90.920	7.078	-	-	83.842		-	6.470	6.214	7.532	7.498	6.730	34.444	6.427	9.966	12.098	12.240	15.600	56.331	90.775	-	5.544	5.444	7.447	6.670	6.654	31.759	5.260	9.860	10.345	11.942	14.676	52.083	83.842	
6 Albert Campbell	17.939	1.276	-	-	16.663		-	3.928	5.746	5.963	-	-	15.637	-	-	-	-	-	15.637	-	-	3.587	5.746	5.156	-	-	14.489	-	-	-	-	-	14.489	-	
7 Bayview-Bessarion	15.322	6.761	-	0.580	7.981		-	4.582	4.502	2.400	-	-	11.484	-	-	-	-	-	11.484	-	-	2.190	1.791	0.742	-	-	4.723	-	-	-	-	-	4.723	-	
8 Centennial	11.483	3.438	-	-	8.045		0.219	-	1.500	4.150	5.499	-	11.149	-	-	-	-	-	11.368	-	-	-	0.725	2.281	4.872	-	7.878	-	-	-	-	-	7.878	-	
9 Dawes Road	19.824	8.695	-	1.200	9.929		-	0.200	-	2.000	4.612	5.532	12.344	2.375	-	-	-	-	2.375	14.719	-	0.030	-	0.375	3.272	3.044	6.721	1.681	-	-	-	-	1.681	8.402	
10 Wychwood	15.796	7.558	1.500	1.400	5.338		-	4.290	2.500	2.503	-	-	9.293	-	-	-	-	-	9.293	-	-	1.084	0.239	1.123	-	-	2.446	-	-	-	-	-	2.446	-	
11 York Woods	11.758	1.714	-	-	10.044		0.222	3.359	3.880	2.000	-	-	9.239	-	-	-	-	-	9.461	-	-	0.222	2.720	3.268	1.551	-	7.539	-	-	-	-	-	7.761	-	
12 North York Central Phase 2	12.718	0.931	-	-	11.787		-	3.954	3.100	1.555	-	-	8.609	-	-	-	-	-	8.609	-	-	0.309	3.069	3.054	1.555	-	7.678	-	-	-	-	-	7.678	-	
13 Maryvale	2.714	1.345	-	0.822	0.547		-	2.148	0.566	-	-	-	2.714	-	-	-	-	-	2.714	-	-	0.213	0.334	-	-	-	0.547	-	-	-	-	-	0.547	-	
14 Northern District - Streetscaping	0.990	-	0.990	-	-		-	0.495	0.495	-	-	-	0.990	-	-	-	-	-	0.990	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
15 Northern District	12.630	0.815	-	-	11.815		-	0.100	0.151	2.453	5.166	4.760	12.630	-	-	-	-	-	12.630	-	-	0.080	0.151	1.658	5.166	4.760	11.815	-	-	-	-	-	11.815	-	
16 TRL	20.000	1.025	-	-	18.975		-	2.000	2.000	2.000	2.000	2.000	10.000	2.000	2.000	2.000	2.000	2.000	10.000	20.000	-	1.544	2.000	1.969	1.915	1.980	9.408	1.872	1.962	1.850	1.982	1.901	9.567	18.975	
17 Mall Branch	6.119	2.360	-	-	3.759		-	3.557	2.562	-	-	-	6.119	-	-	-	-	-	6.119	-	-	1.803	1.956	-	-	-	3.759	-	-	-	-	-	3.759	-	
18 Weston	10.176	0.964	-	-	9.212		-	-	0.266	0.266	-	3.510	4.042	3.873	2.261	-	-	-	6.134	10.176	-	-	0.222	0.266	-	2.590	3.078	3.873	2.261	-	-	6.134	9.212		
19 Barbara Frum	18.273	1.447	-	-	16.826		-	0.486	0.487	4.090	6.328	11.391	6.882	-	-	-	-	-	6.882	18.273	-	-	0.411	0.487	3.016	6.030	9.944	6.882	-	-	-	-	6.882	16.826	
20 Richview	3.509	0.441	-	-	3.068		-	-	-	1.219	1.037	1.054	3.310	-	-	-	-	-	3.310	-	-	-	0.977	1.037	1.054	3.068	-	-	-	-	-	3.068	-		
21 High Park	9.188	0.950	-	-	8.238		-	-	-	0.242	0.243	-	0.485	1.964	3.973	2.766	-	-	8.703	9.188	-	-	-	0.208	0.243	-	0.451	1.200	3.821	2.766	-	-	7.787	8.238	
22 Lillian H. Smith	18.518	4.090	-	-	14.428		-	-	-	0.391	0.392	-	0.783	4.507	4.879	4.593	3.756	-	17.735	18.518	-	-	-	-	0.091	0.310	0.401	3.539	3.370	3.770	3.348	-	14.027	14.428	
23 Parliament Street	19.491	6.117	-	-	13.374		-	-	-	0.293	0.603	-	0.896	-	3.590	5.381	5.525	4.099	18.595	19.491	-	-	-	-	0.069	0.468	-	0.537	-	0.220	4.459	4.866	3.292	12.837	13.374
24 Sanderson	14.282	1.656	-	-	12.626		-	-	-	0.380	0.381	-	0.761	4.859	5.934	2.728	-	-	13.521	14.282	-	-	-	-	0.328	0.381	-	0.709	3.255	5.934	2.728	-	-	11.917	12.626
25 Perth / Dupont - 299 Campbell Avenue	4.856	1.113	1.055	1.100	1.588		-	-	-	-	1.157	3.619	4.776	-	-	-	-	-	4.776	-	-	-	-	-	0.853	0.735	1.588	-	-	-	-	-	1.588	-	
26 St.Lawrence	29.360	18.423	-	-	10.937		-	-	-	-	0.667	0.669	1.336	-	-	5.460	6.454	8.174	20.088	21.424	-	-	-	-	0.492	0.404	0.896	-	-	2.893	3.809	3.339	10.041	10.937	-
27 Mimico Centennial	16.427	9.172	-	-	7.255		-	-	-	-	-	-	0.424	0.426	-	4.105	4.212	9.167	9.167	-	-	-	-	0.394	0.426	-	2.269	4.166	7.255	7.255	-	7.255	-		
28 Port Lands New Construction	21.597	21.063	-	-	0.534		-	-	-	-	-	-	-	-	-	-	0.531	0.533	1.064	1.064	-	-	-	-	-	-	-	-	0.293	0.241	0.534	0.534	-	0.534	-
Total Building Projects	403.890	108.432	3.545	5.102	286.811		0.441	35.083	33.968	35.834	33.345	34.202	172.432	33.311	33.029	35.026	34.611	34.618	170.595	343.468	0.222														

TORONTO PUBLIC LIBRARY
2020 - 2029 Capital Budget and Plan - Gross and Debt Funding
Capital Needs Constraints - Joint City Projects - Revised
(\$millions)

	PROJECT NAME	PROJECT INFORMATION					GROSS										DEBT										TOTAL 2020-2029					
		Cost Est.	Develop. Charges	S. 37/ 45/ Reserves	Other Funding	Debt	2020	2021	2022	2023	2024	TOTAL 2020-2024	2025	2026	2027	2028	2029	TOTAL 2025-2029	2020	2021	2022	2023	2024	TOTAL 2020-2024	2025	2026	2027	2028	2029	TOTAL 2025-2029		
1	Danforth/Coxwell Relocation and Expansion	16.249	-	-	-	16.249	0.419	0.420	-	5.176	4.931	10.946	3.734	1.569	-	-	-	5.303	16.249	0.419	0.420	-	5.176	4.931	10.946	3.734	1.569	-	-	-	5.303	16.249
2	Etobicoke Civic Centre New Construction	33.003	-	-	-	33.003	0.790	0.793	-	7.640	8.232	17.455	8.383	7.165	-	-	-	15.548	33.003	0.790	0.793	-	7.640	8.232	17.455	8.383	7.165	-	-	-	15.548	33.003
3	City Hall Relocation and Expansion	15.878	-	-	-	15.878	-	-	0.266	0.273	2.225	2.764	4.051	4.899	4.164	-	-	13.114	15.878	-	-	0.266	0.273	2.225	2.764	4.051	4.899	4.164	-	-	13.114	15.878
4	Parkdale	34.705	-	-	-	34.705	-	-	0.100	0.100	0.100	0.300	6.385	6.457	11.879	9.684	-	34.405	34.705	-	-	0.100	0.100	0.100	0.300	6.385	6.457	11.879	9.684	-	34.405	34.705
Total Projects in Capital Needs Constraints		99.835	-	-	-	99.835	1.209	1.213	0.366	13.189	15.488	31.465	22.553	20.090	16.043	9.684	-	68.370	99.835	1.209	1.213	0.366	13.189	15.488	31.465	22.553	20.090	16.043	9.684	-	68.370	99.835

Janitorial Services Contract Extension

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to seek Toronto Public Library Board approval for a one (1) year extension of the Library's Janitorial Services contract with TBM Service Group (TBM). This extension will provide TPL with the opportunity to learn from the City's procurement process currently underway for janitorial services.

The total cost of the Janitorial Services contract for the one (1) year extension is \$2,784,028 excluding applicable Harmonized Sales Tax (HST).

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. extends the TBM contract for janitorial services for one (1) additional year at a total cost of \$2,784,028, excluding HST.

FINANCIAL IMPACT

The cost for the one (1) additional year of service is \$2,784,028 (excluding HST), which represents a \$56,791 or 2.1% increase over the current contract. Funding for this is included in the 2020 operating budget submission.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

ALIGNMENT WITH STRATEGIC PLAN

The cleaning contract at TPL helps to achieve various strategic plan priorities and goals including:

- Advance State of Good Repair projects to provide welcoming, well-maintained and efficient public space.
- Create in-branch environments that connect neighbourhoods and communities, offering opportunities for partnerships, civic engagement and resident participation.

DECISION HISTORY

TPL's janitorial services contract expired in December 2018. At the December 10, 2018 meeting, the Board extended the contract for one year. That extension would have allowed the Library to participate in the first major joint TPL/City of Toronto Facilities, Real Estate, Environment and Energy (FREE) procurement initiative for janitorial services while still receiving service from our current contractor.

<https://www.torontopubliclibrary.ca/content/about-the-library/pdfs/board/meetings/2018/dec10/14-janitorial-services-extension-of-contract.pdf>

COMMENT

Throughout 2019, the Library contributed to the City of Toronto Facilities Management and Purchasing and Materials Management divisions' efforts to define a new custodial standard that would also meet the needs of multiple city divisions. This work continues to-date with the Library assessing our requirements to the City's new service standards and gathering property level information. The City's procurement process is under way and expected to be complete in April 2020.

By extending our contract one additional year, the Library will learn the outcome of the City's tender, assess the implications of switching cleaning standards and finally, issue an RFP, all while continuing to receive janitorial service from our current vendor.

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

Biblio Bash at the Toronto Reference Library – Thursday, April 23, 2020

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to place before the Toronto Public Library Board a request from the Toronto Public Library Foundation (TPLF) to hold Biblio Bash at the Toronto Reference Library (TRL) on Thursday, April 23, 2020.

The Foundation's request is described in the attached memorandum. It sets out the anticipated advantages for both the Foundation and the Library in hosting the event at TRL and the impact it would have on service to the public.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the request from the Toronto Public Library Foundation to host the 2020 Biblio Bash gala fundraiser at the Toronto Reference Library on Thursday, April 23, 2020, including closure of the second floor on the day of the event and full closure of the branch as of 12:30 p.m. on April 23, 2020.

FINANCIAL IMPACT

Proceeds from Biblio Bash will be used to enhance and expand library services as per the Foundation's fundraising priorities. Branch, venue rentals, digital services and facilities staff are required to support the evening and will be supported by TPL's operating budget. As a result, there may be extra hours offered to staff.

The Foundation will cover all the event costs as well as costs for additional cleaning and additional security.

The Director, Finance and Treasurer has reviewed this financial impact statement and agrees with it.

ISSUE BACKGROUND

While the landscape of fundraising events in Toronto is competitive, TPLF believes there is a tremendous opportunity to differentiate this event from other not-for-profit galas and deliver a meaningful and memorable evening, including hosting it in a unique space; the Toronto Reference Library. The event continues to gain momentum. In 2017, \$604,000 was raised to support digital innovation at TPL. In 2018, \$704,000 was raised, with a portion of the proceeds allocated to supporting youth programs and services. Last year the event exceeded our goal and raised over \$755,000 for two important fundraising priorities; after school clubs and a new bookmobile. The current estimated revenue projection for 2020 is \$750,000. The past two years the event sold out early and attracted some of Toronto's high-profile philanthropists, who were new supporters of TPL.

The goal of the gala is to increase net funds in support of Toronto Public Library, to design a beautiful and memorable evening connecting guests to the Library, to leave attendees wanting to know more about the Library, and to attract a new audience of philanthropists, city builders and entrepreneurs to connect with this institution that remains as relevant today as it did 100 years ago.

COMMENTS

Holding Biblio Bash at TRL is a unique opportunity for both the Library and the Foundation. It is a chance to showcase TRL and TPL, and to demonstrate in a very visual and experiential way what today's vital and vibrant library is capable of.

Service Impacts

Hosting Biblio Bash at TRL will have unavoidable service impacts on Thursday, April 23, 2020 for which the public will be provided with advance notice of the change in hours and reduced services. The Foundation has identified its broadest anticipated needs for space and closures. As more detailed plans are developed, adjustments may be made where possible to further reduce service impacts.

Alternate service adjustments will be made at the neighbouring Yorkville branch. Yorkville's regular open hours on April 23, 2020 are 9:00 a.m. to 8:30 p.m. During the full closure of TRL on April 23, additional staff and security will be deployed to

Yorkville in order to manage the increased volume and usage at the branch.

Service Hours

The Foundation has requested that TRL close at 12:30 p.m. on the day of the event in order to complete the set-up for the event itself and ensure there is as little disruption as possible to staff and users. Normally, TRL closes at 8:30 p.m. on Thursday evenings. The early closure will reduce public service hours on the day of the event by eight hours. In 2019 a 12:30 p.m. closure time was approved as it was a better option than closing the branch at 3:00 p.m. as previously done in 2017 and 2018. Closing at 12:30 p.m. allows all parties the additional time required for an efficient and seamless gala set-up. It is also a more suitable TRL staff changeover time, opposed to mid-afternoon time when many after school users arrive between 2:00 – 3:00 p.m., and are then requested to leave almost immediately after arriving.

Service Implications

The Foundation has requested that the entire second floor (Humanities and Social Sciences Department) be closed to the public on the day of the event. This is the largest service floor at TRL and is well used by students and genealogists. Study space and computers would be unavailable to the public. Staff would still have access to the floor and would be able to retrieve material from the collections for customers to use on other service floors. Additional security would need to be present to ensure that the public does not access the second floor on the day of the event.

The Foundation has also requested use of the Digital Innovation Hub, and for that space to be closed for the full day of the gala for staging and set-up. Eight computers (out of 40) will also be taken offline in the Information Commons for the full day of the event. Although the Atrium and Digital Innovation Hub will be cordoned off, the remainder of the public service areas on the main floor will remain accessible to the public.

Staffing Implications

Staff would normally be scheduled to work until 8:30 p.m. on the proposed night of the gala. Within the provisions of the Collective Agreement, and given two weeks' notice, staff schedules could be adjusted to have staff relocated and/or to work a day shift finishing by 5:00 p.m. at the latest. While staff would not be serving the public after 12:30 p.m., there are many activities they could usefully perform after the library closes at 12:30 p.m. By closing earlier to the public, staff at TRL will have the rare opportunity to do building-wide training and team building on the upper floors. Pages and part-time staff normally scheduled to work that evening and not able to work during the day could have their hours rescheduled at an alternate and mutually agreed upon time. Staff would also be able to use vacation for all or part of the period of closure if that was their preference. Staff in the Answerline Department will work in their third floor workroom until 8:30 p.m., and leave by staff exits.

Disruptions to Answerline workspace will be mitigated as much as possible.

Safety and other Environmental Issues

Most of the AV and production set-up and take-down that would be most disruptive to service would take place during the evening preceding and following the gala when the library is closed. However, there will be significant set-up and preparation required during the day on April 23 in the areas where the gala activities are to be held. Early and partial closures of these public service spaces will contribute to a safer environment for the public and staff as they will not be in areas where set-up is occurring. There will be noise, movement of furniture, and additional use of the elevators along with other possible impacts not yet fully determined throughout the day. Where possible, measures will be taken to reduce/minimize impact on public service and customers. Environmental impacts to Answerline and any other staff spaces will be tested, and any issues mitigated before 5:00 p.m. the day of the event.

CONCLUSION

With 13 years of experience hosting this event (Book Lovers' Ball and Biblio Bash), TPLF and TPL staff anticipate that the gala will achieve the outcomes of attracting current and new philanthropists, raising both funds and awareness of the brand, and creating an enchanting and memorable experience for all. TPLF and TPL staff will be working in concert to ensure that there is minimal impact on service beyond what is stated in this report and look forward to a successful gala.

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: Memorandum from Jennifer Jones, Toronto Public Library Foundation dated October 10, 2019 requesting approval to hold the Biblio Bash at the Toronto Reference Library in 2020



MEMO

Date: October 10, 2019
To: Vickery Bowles, City Librarian
From: Jennifer Jones, President, Toronto Public Library Foundation
RE: Toronto Reference Library as venue for Biblio Bash

SUMMARY

This Memo requests that Toronto Public Library approve the use of the Toronto Reference Library branch as a venue for Biblio Bash - the TPL Foundation's fundraising gala.

The event would take place on Thursday, April 23, 2020. For set-up purposes, the Toronto Public Library Foundation would require partial closure to the public of select spaces during opening hours as well as full closure of the Toronto Reference Library as of 12:30 p.m. on April 23, 2019.

Hosting Biblio Bash at the Reference Library provides an opportunity to tell a compelling story of the transformation that Toronto Public Library is going through from being 'just' about books to being a library of the future and attracting philanthropists and city builders to connect with this institution that remains as relevant today as it did 100 years ago.

BENEFITS OF HOSTING BIBLIO BASH AT THE TORONTO REFERENCE LIBRARY

The goal of this fundraising event is to elevate the TPL brand amongst philanthropists and city builders and demonstrate it is a critical civic institution that plays an essential role in the health and prosperity of this city; that it is the great equalizer; that it bridges the gap between the have and have-nots and ensures all Torontonians have the opportunity to maximize their economic and social potential.

The gala objectives are:

- Revenue target \$750K
- Attract 40-60 new prospects to the Library
- Create media buzz
- Increase social media followers
- Recruit new senior volunteers for future Biblio Bash gala committees

We will design the event to attract the group of individual philanthropists that represent the diverse audience we serve. This will include the popular Toronto philanthropists and will be expanded to include the New Canadian communities, entrepreneurs in technology and health and leaders in

business. Hosting the event at the Toronto Reference Library also provides the opportunity to showcase its spaces and collections, and to highlight what donor support helps make possible, thereby encouraging potential future donations.

While our 2020 plans are not all yet confirmed, we are in the process of exploring ways to highlight major elements of the Reference Library by utilizing them to host components of the event. Last year, cocktails and silent auction were hosted on the second floor of TRL and dinner and entertainment took place in the atrium, and a popular photo studio was housed in the Digital Innovation Hub.

TRL STAFF OPPORTUNITY:

As a result of closing at 12:30pm, the TRL staff are able to use the afternoon for staff development as outlined by branch manager, Gillian Byrne. This was successfully tested last year and will be presented again in 2020.

SERVICE IMPACTS

The Foundation appreciates the importance of minimizing the service impacts of hosting a major event in the Reference Library and has consulted with Library staff. At the same time, we are striving to contain event set-up costs and are in the process of consulting with outside suppliers. Set-up for and hosting of an event of this scale will necessitate partial closure to the public of select spaces during open hours as well as full closure of the Toronto Reference Library as of 12:30 p.m. on April 23, 2020. Based on our explorations to date, we are confident the public service impacts detailed in the following staged set-up will be the maximum required in order to contain costs and ensure the greatest possible amount of fundraising revenue from the event will be returned to the Library:

Tuesday April 21, 2020

- Atrium & 2nd floor balconies - AV and production set-up, including rigging and staging install, partial load in of décor; (after 8:30pm)

Wednesday, April 22, 2020

- Continue atrium & 2nd floor balconies - AV and production set-up, including rigging and staging install, partial load in of décor; (after 8:30pm)
- Bram & Bluma Appel Salon and Beeton Hall – reserved for deliveries, power, storage, etc.; (commencing at 12:00am Thursday, April 23, 2020)
- Limited décor and dinner set-up (approximately 18 round tables) in main area of Atrium; (after 8:30pm to be stanchioned off until full library closure on Thursday, April 23, 2020)
- Full closure of the second floor to the public; the second floor would remain accessible to library staff; (commencing at 12:00am Thursday, April 23rd)

Thursday, April 23, 2020

- Throughout the day, computer terrace will be accessible to the public with the exception of 8 computers;
- Full closure of the Digital Innovation Hub to the public; will remain accessible to library staff
- 12:30pm on Thursday, April 23, 2020 – full closure of the Toronto Reference Library to the public with signage posted at least one week in advance advising patrons of the change;

Friday, April 24, 2020

- Bram & Bluma Appel Salon, Beeton Hall and public areas on 1st and 2nd floor cleaned and restored by 6:00am
- All staff computers and DIH restored to normal by 9am.
- And computer terrace computers restored to normal by 10:30am

FINANCIAL IMPACTS

Branch, venue rentals, digital services and facilities staff are required to support the evening and will be supported by TPL's operating budget. As a result, there may be extra hours offered to staff. The Foundation will cover all the event costs as well as costs for additional cleaning and additional security.

REQUEST

It is requested that the Toronto Public Library Board:

1. Approve, in principle, full closure of the Toronto Reference Library as of 12:30 p.m. on April 23, 2020, as well as partial closure of select other spaces during open hours as detailed in this report.

BACKGROUND

For 10 years the Book Lovers' Ball was the premier fundraising event of the Toronto Public Library Foundation. Since the inaugural event in 2006, the Foundation has raised over \$4 million through sponsorship, table/ticket sales and onsite fundraising, all in support of Toronto Public Library.

Following its 10th year, a decision was made to skip a year and pause to consider its future and the event was re-imagined with a re-invigorated volunteer committee and in 2017, the first Biblio Bash was held at the Toronto Reference Library.

While TPL and the Foundation will always honour the legacy of books (and the continued love of books) we are looking forward to celebrating the future of libraries and the role that technology and other innovative programs and services play in serving the needs of our connecting customers and their communities.

The gala goal is to attract the current and new philanthropists to the event; design a beautiful and memorable evening; enable a powerful connection to TPL; leave attendees wanting to know more about the Library and its future; turn attendees into advocates and/or donors, and attract philanthropists and city builders to connect with an institution that remains as vibrant and relevant as ever.

Jennifer Jones
President, Toronto Public Library Foundation
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Holiday Closures 2020 and January 2021

Date:	October 22, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to recommend and receive approval for the schedule of holiday closures for 2020 and January 2021.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the schedule of holiday closures for 2020 and January 2021 as provided in Attachment 1.

FINANCIAL IMPACT

There is no financial impact to the 2020 operating budget arising from the recommendation in this report. The recommended closures are included in the proposed 2020 operating budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

DECISION HISTORY

Where Library Board approval is required to establish holiday closures, the matter comes before the Board in the preceding year to ensure adequate notice to the public and staff.

COMMENTS

At its meeting on November 19, 2018, the Library Board approved the Library closure for New Year's Day, Wednesday, January 1, 2020.

The Library is open for regular service on Remembrance Day, Wednesday, November 11, 2020.

The Library closes at 1:00 p.m. on both Christmas Eve and New Year's Eve.

The Library will be closed on Friday, December 25, 2020 for Christmas Day and Saturday, December 26, 2020 for Boxing Day.

In 2021, New Year's Day falls on a Friday and the Library will be closed.

All full-time employees whose scheduled day off falls on a holiday closure are compensated with a day in lieu to be taken at another agreed upon time.

It is the practice of the Library to close on many of the Sundays adjacent to public holidays.

The schedule of holiday closures for 2020 and January 2021 is provided in Attachment 1.

CONTACT

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Email: dkeon@tpl.ca

SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENT

Attachment 1: Toronto Public Library Holiday Closures, 2020 and January 2021

Attachment 1: Toronto Public Library Holiday Closures, 2020 and January 2021

Wednesday, January 1, 2020 *	New Year's Day	Closed
Monday, February 17, 2020	Family Day	Closed
Friday, April 10, 2020	Good Friday	Closed
Sunday, April 12, 2020	Easter Sunday	Closed
Monday, April 13, 2020	Easter Monday	Closed
Monday, May 18, 2020	Victoria Day	Closed
Wednesday, July 1, 2020	Canada Day	Closed
Monday, August 3, 2020	Civic Holiday (Simcoe Day)	Closed
Monday, September 7, 2020	Labour Day	Closed
Monday, October 12, 2020	Thanksgiving Day	Closed
Thursday, December 24, 2020	Christmas Eve	Closed at 1:00 p.m.
Friday, December 25, 2020	Christmas Day	Closed
Saturday, December 26, 2020	Boxing Day	Closed
Thursday, December 31, 2020	New Year's Eve	Closed at 1:00 p.m.
Friday, January 1, 2021	New Year's Day	Closed

* New Year's Day 2020 closure approved by the Library Board on Nov. 19, 2018.