

**Toronto Public Library Board**

**Meeting No. 10: Monday, December 16, 2019, 6:00 p.m. to 7:00 p.m.**

**Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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*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. Jonathan Hoss (Vice Chair)

Councillor Paul Ainslie

Mr. Sarwar Choudhury

Ms. Andrea Geddes Poole

Mr. Fenton Jagdeo

Ms. Jennifer Liu

Ms. Alison Menary

Councillor Gord Perks

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** 5 minutes
2. **Declarations of Conflicts of Interest**
3. **Approval of Agenda**
4. **Confirmation of November 25, 2019 Toronto Public Library Board Meeting Minutes**
5. **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.
6. **Business Arising from the Minutes**
- \*7. **City Librarian's Report**
8. **Communications**

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**9. Presentations**

**10. TPL Board Education – Branch Experience** *10 minutes*

***Items for Action:***

**11. Centennial Branch – Increase to Architect Contract for Net Zero Building** *15 minutes*

**12. IT Hardware Replacement – Award of Contract** *10 minutes*

**\*13. 2020 Interim Budget Estimates**

**\*14. Bayview Branch – Lease Extension**

***Items for Information:***

**15. Biblio Bash – 2020 – Verbal** *10 minutes*

**\*16. Board Resolutions – Status Report**

**17. Adjournment**

*Attendant Care Services can be made available with some notice.*

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**Members Present:**

Ms. Sue Graham-Nutter (Chair)

Mr. Jonathan Hoss (Vice Chair)

Mr. Sarwar Choudhury

Councillor Paul Ainslie

Mr. Fenton Jagdeo

Ms. Jennifer Liu

Ms. Alison Menary

Councillor Gord Perks

Ms. Andrea Geddes Poole

Mr. Alim Remtulla

**Regrets:**

None

**19-195 Call to Order**

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

Ms. Graham-Nutter gratefully acknowledged that the Toronto Reference Library 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. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**Call to Order** – continued

Ms. Graham-Nutter welcomed recently appointed citizen Library Board members Sarwar Choudhury and Alison Menary to the 2019-2022 term of the Toronto Public Library Board.

**19-196 Declarations of Conflicts of Interest**

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

**19-197 Approval of Agenda**

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

**That** the Toronto Public Library Board approves the agenda as revised to:

1. *add a Presentation from Derek Moran regarding Agenda Item Nos.11 – Toronto Public Library Board Procedural By-law - Revisions and 13 – 2020-2029 Capital Budget and Plan - Update for information.*
2. *add a Presentation from Peter Holleley regarding Agenda Item No. 12d - Strategic Plan 2020-2024: Resilience, Success and Well-Being for our City and its Communities for information.*

**Carried**

**19-198 Confirmation of October 22, 2019 Toronto Public Library Board Meeting Minutes**

**Moved by** Councillor Ainslie, **seconded by** F. Jagdeo:

**That** the Toronto Public Library Board:

1. *confirms the minutes of the October 22, 2019 Toronto Public Library Board meeting.*

**Carried**

**19-199 Approval of Consent Agenda Items**

**Moved by** J. Liu, **seconded by** A. Remtulla:

**That** the Toronto Public Library Board:

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

**Carried**

The following item was held for further consideration:

- Audit Plan for the Year Ending December 31, 2019.

**Toronto Public Library Board**

**Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.**

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**19-200 Business Arising from the Minutes**

There were no *Business Arising from the Minutes* items at the November 25, 2019 meeting.

**19-201 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**

**19-202 Communications**

There were no *Communications* items at the November 25, 2019 meeting.

**Presentations**

**19-203 Toronto Public Library Board Procedural By-law – Revisions**

Derek Moran spoke against the revisions to the Board's Procedural By-law relating to Public Presentations as outlined in the *Notice of Amendment – Toronto Public Library Board Procedural By-law* report. He believes the Board should not limit presentations to the Board to five minutes in total.

**Moved by** Councillor Perks, **seconded by** A. Geddes Poole:

*That* the Toronto Public Library Board:

1. receives the presentation from Derek Moran regarding Agenda Item No. 11 – Toronto Public Library Board Procedural By-law – Revisions for information.

**Carried**

**Toronto Public Library Board****Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**Presentations** - continued**19-204 Strategic Plan 2020-2024: Resilience, Success and Well-Being for our City and its Communities**

Peter Holleley addressed the Board to provide feedback on the strategic plan in a number of areas, including terminology and communications. He noted in particular the importance of volunteering opportunities at Toronto Public Library and the need to expand and clarify volunteer roles. Mr. Holleley suggested that the strategic plan concept be divided into individual plans defined with goals and actions. He thanked the Board for providing an outstanding library system.

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

***That the Toronto Public Library Board:***

1. *receives the presentation from Peter Holleley regarding Agenda Item No. 12d – Strategic Plan 2020-2024: Resilience, Success and Well-Being for our City and its Communities for information.*

***Carried***

**19-205 Toronto Public Library Board Education – Google IT Support Professional Certificate**

Pam Ryan, Director, Service Development & Innovation, introduced Kim Christmas, Manager, Innovation, Learning & Service Planning and Lina Kim, Senior Services Specialist, Innovation.

Ms. Christmas and Ms. Kim provided the Board with a mid-term update of the Google IT Support Professional Certificate. The program helps learners become ready for entry-level jobs in IT support in approximately eight months. In Canada the program is run through collaboration between Toronto Public Library as the National Project Lead, along with Edmonton, Hamilton and Surrey public libraries. Delivery of the program is made possible by a \$1.123 million donation by Google.org to the Toronto Public Library Foundation. Recent statistics indicate that 62% of learners nation-wide had completed Course 4 of 5, and over 78% are on their way to completing or have completed the final course, which is above the target completion rate. The first cohort is scheduled to complete the certificate in December.

**Toronto Public Library Board****Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**Toronto Public Library Board Education – Google IT Support Professional Certificate – continued****Moved by J. Hoss, seconded by A. Remtulla:****That the Toronto Public Library Board:**

1. receives the Toronto Public Library Board Education – Google IT Support Professional Certificate presentation for information.

**Carried****Item for Approval:****19-206 Toronto Public Library Board Procedural By-law - Revisions**

Sue Graham-Nutter introduced Rosa Stall, Solicitor, City of Toronto, in attendance at the meeting regarding the proposed revisions to the Toronto Public Library Board Procedural By-law. Ms. Graham-Nutter also introduced Suzanne Millar, Manager, Governance, Education and Support, in attendance at the meeting to respond to questions. Elizabeth Glass, Director, Policy, Planning & Performance Management, reviewed highlights of the report for the Board.

**Moved by F. Jagdeo, seconded by Councillor Perks:****That the Toronto Public Library Board:**

1. approves the Toronto Public Library Board Procedural By-law (Attachment 1) to come into effect at the December 16, 2019 Board meeting.

**Carried****Strategic Planning Steering Committee****Items for Information:****19-207 a. Approved Minutes of the May 3, 2019 Strategic Planning Steering Committee Meeting****Moved by Councillor Ainslie, seconded by J. Hoss:****That the Toronto Public Library Board:**

1. receives the Approved Minutes of the September 3, 2019 Strategic Planning Steering Committee meeting for information.

**Carried**

**Toronto Public Library Board****Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**Strategic Planning Steering Committee – continued****19-208 b. Strategic Plan 2020-2024: Results of Survey of Torontonians**

Michael Sullivan, Partner, The Strategic Counsel, outlined highlights from the results of the public and visitor surveys recently conducted for the Library. Mr. Sullivan noted a number of highlights, including that the overall satisfaction with Toronto Public Library rate remains very high at 91%, the highest satisfaction level is in the area of *knowledge of library staff* at 92%, and two-thirds of the residents of Toronto have accessed the Library in the last year.

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

**That the Toronto Public Library Board:**

1. receives the Strategic Plan 2020-2024: Results of Survey of Torontonians report and presentation for information.

**Carried.**

**Items for Approval:****19-209 c. Confirmation of October 30, 2019 Strategic Planning Steering Committee Meeting Minutes**

**Moved by J. Liu, seconded by J. Hoss:**

**That the Toronto Public Library Board:**

1. confirms the minutes of the October 30, 2019 Strategic Planning Steering Committee Meeting minutes.

**Carried**

**19-210 d. Strategic Plan 2020-2024: Resilience, Success and Well-Being for our City and its Communities**

Fenton Jagdeo, Committee Chair, Strategic Planning Steering Committee, reviewed the proposed priority areas for consideration at the meeting.

Elizabeth Glass, Director, Policy, Planning & Performance Management and Shawn Mitchell, Manager, Planning & Development, reviewed highlights of the report for the Board.

Sue Graham-Nutter expressed appreciation to Fenton Jagdeo for his leadership in the development of the plan.

**Toronto Public Library Board****Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**Strategic Planning Steering Committee – continued****d. Strategic Plan 2020-2024: Resilience, Success and Well-Being for our City and its Communities – continued*****Moved by A. Remtulla, seconded by A. Geddes Poole:******That the Toronto Public Library Board:***

1. *approves the 2020-2024 Strategic Plan Overview as recommended by the Strategic Planning Steering Committee with the following key components: priority areas, associated outcomes, Strategy Statement and the strategic approach as outlined in Attachment 1;*
2. *receives the Strategic Planning Steering Committee Toronto Public Library's Strategic Plan 2020-2024: Resilience, Success and Well-Being for our City and its Communities report, including the Consultation Report and presentation for information as outlined in Attachment 2;*
3. *directs staff to develop a balanced scorecard, key performance indicators and associated activities for Board approval in early 2020;*
4. *directs staff to develop a communications plan and strategy and will include materials that will communicate the plan, and will include a public facing publication based on the 2020-2024 Strategic Plan Overview as outlined in Attachment 1 for information to the Board in early 2020.*

***Carried*****19-211 2020-2029 Capital Budget and Plan – Update**

Larry Hughsam, Director, Finance and Treasurer, reviewed highlights of the report for the Board.

Mr. Hughsam noted the following error in Attachment 1 – Columns H and S: “2020” to be replaced by “2022”.

In response to a question, the following error was also noted in Attachment 1: The headings "gross" and "debt" were inadvertently removed.

In response to another question, Vickery Bowles, City Librarian, confirmed the continuing commitment to establish future capital funding for the Parkdale branch.

**Toronto Public Library Board****Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**2020-2029 Capital Budget and Plan – Update – continued*****Moved by J. Hoss, seconded by A. Geddes Poole:******That the Toronto Public Library Board:***

1. *approves the revised 2020-2029 capital budget and plan of \$24.465 million debt (\$38.503 million gross) for 2020 and \$426.236 million debt (\$527.958 million gross) over 2020-2029, comprised of:*
  - 1.1 *30 projects, as detailed in Attachment 1, totalling \$23.421 million debt (\$37.459 million gross) in 2020 and \$332.427 million debt (\$434.149 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 \$1.044 million debt and gross in 2020 and \$93.809 million debt and gross over 2020-2029 that reflects TPL's Capital Needs Constraints.*

***Carried*****19-212 2019 Capital Budget Adjustments (Approved by Consent)*****That the Toronto Public Library Board:***

1. *increase of \$0.700 million gross (\$0.586 million debt) to the St. Clair/Silverthorn Library project;*
2. *decrease of \$0.700 million gross (\$0.586 million debt) from completed or under-spent projects, comprised of:*
  - a. *\$0.074 million gross (\$0 debt) from the Fort York Library New Construction project;*
  - b. *\$0.040 million gross (\$0 debt) from the Perth/Dupont Library – 299 Campbell Ave design phase project; and*
  - c. *\$0.586 million gross and debt from the Multi-Branch Minor Renovation program; and*
3. *authorizes staff to forward the capital budget adjustments to the City for approval.*

***Carried***

**Toronto Public Library Board****Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**19-213 Lillian H. Smith Branch – New Cooling Plant – Award of Contract (Approved by Consent)***That the Toronto Public Library Board:*

1. awards the contract to the lowest bidder, Ambient Mechanical Ltd. for the cooling plant replacement at Lillian H. Smith branch, at a cost of \$1,129,365.63, which is comprised of a 10% contingency of \$102,669.60 [excluding Harmonized Sales Tax (HST)].

**Carried****19-214 Grounds Maintenance and Snow Removal Services – Award of Contract (Approved by Consent)***That the Toronto Public Library Board:*

1. awards the contract to Jimricks Property Services for grounds maintenance and snow removal services, for a three-year term beginning December 1, 2019, plus two possible extension years at the sole discretion of the City Librarian, for a total cost of \$4,648,011.59 (excluding Harmonized Sales Tax).

**Carried****Items for Information:****19-215 2020 Operating Budget – Update**

Larry Hughsam reviewed highlights of the report for the Board.

**Moved by Councillor Ainslie, seconded by F. Jagdeo:***That the Toronto Public Library Board:*

1. receives the 2020 Operating Budget – Update report for information.

**Carried**

**Toronto Public Library Board****Meeting No. 9: Monday, November 25, 2019, from 6:00 p.m. to 7:45 p.m.****Toronto Reference Library, Boardroom, 789 Yonge Street, Toronto**

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**19-216 Audit Plan for the Year Ending December 31, 2019**

Larry Hughsam noted the following error in the PricewaterhouseCoopers Audit Plan (Attachment 1): Page 2 – Audit timeline: replace March “2019” with “2020”.

**Moved by** Councillor Ainslie, **seconded by** F. Jagdeo:

**That** the Toronto Public Library Board:

1. receives the Audit Plan for the Year Ending December 31, 2019 report for information.

**Carried**

**19-217 Operating Budget Monitoring Report – September 30, 2019 (Received for Information by Consent)**

**That** the Toronto Public Library Board:

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

**Carried**

**19-218 Capital Budget Monitoring Report – September 30, 2019 (Received for Information by Consent)**

**That** the Toronto Public Library Board:

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

**Carried**

**19-219 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**

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**19-220 Adjournment**

***Moved by A. Geddes Poole, seconded by J. Liu:***

***That the Toronto Public Library Board:***

- 1. adjourns the November 25, 2019 Toronto Public Library Board meeting.***

***Carried***

The meeting ended at 7:45 p.m.

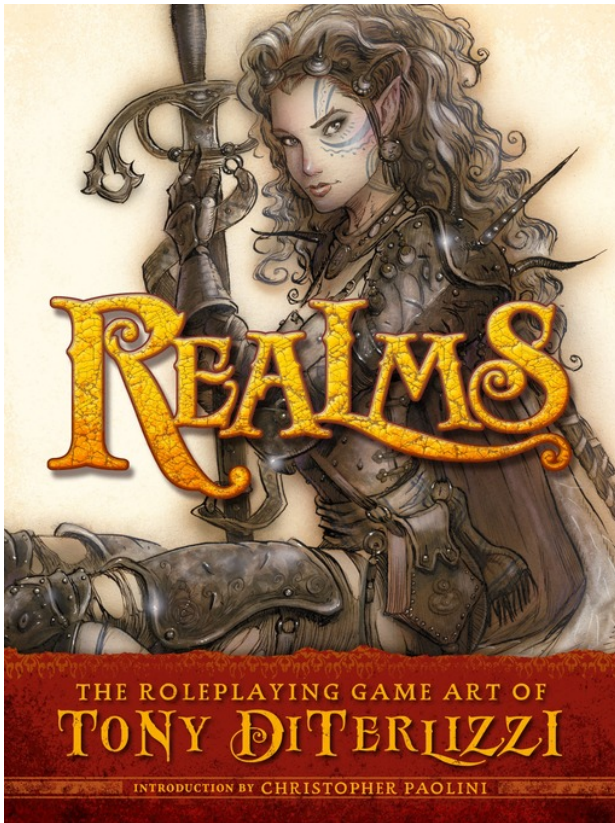
Signed: \_\_\_\_\_

## City Librarian's Report for December 2019

Below is my report for the December 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.

### Advancing Our Digital Platforms

#### Toronto's Six Millionth Ebook of 2019



On Thursday, November 28, just before midnight, somebody borrowed Toronto Public Library's six millionth ebook of 2019. This is a new record for us; in 2018, Torontonians borrowed more ebooks than anyone else in the world, at just over five million. We've beat our own personal best! The six millionth ebook borrowed was [Realms: The Roleplaying Game Art of Tony DiTerlizzi](#). [Read more about this milestone](#).

## Ask a Conservator Day



*Screenshot from our Ask a Conservator Instagram story.*

On November 4, the Preservation and Digitization department coordinated a series of Instagram Stories in celebration of [Ask a Conservator Day](#). Two of Preservation and Digitization's Conservators fielded questions in a candid video format.

Questions answered included:

- What does a conservator do?
- What got you into this career path?
- What is the oldest object you've ever worked with?

The Instagram stories generated a lot of positive feedback from customers who were excited to learn more about conservation work.

# Breaking Down Barriers to Access, Driving Inclusion

## Young Women's Empowerment Event at Malvern Branch



*Young Women's Empowerment workshop participants.*

The Young Women's Empowerment initiative began in 2018 in response to the rising rate of human sex trafficking among teenage girls in the Malvern community. It was created to provide vulnerable young women, who were identified as being at-risk or already involved in sex trafficking, with tools and strategies to empower themselves, realize their self worth and potential, and provide resources to help them get out of the sex trafficking business. A second set of workshops was held on November 12, 2019, organized by Malvern Branch's Social Worker and Branch Head along with community agencies, local schools, and community police officers. Attendees were excused from school for the day to attend workshops designed with the goal of facilitating dialogue and building capacity so that they could develop necessary skills, a sense of community and the confidence to advocate for change. Support for the initiative is widespread among community partners and organizers plan to continue to offer these workshops on an annual basis.

## Seniors Strategy 2.0 – Supporting Social Connectedness and Building Digital Literacy

Recently, TPL piloted a new series of classes for seniors with little or no computer experience to introduce them to essential digital literacy skills. The unique, series-based approach took the same group of seniors through six weeks of classes supported by dedicated practices sessions. As the groups met week after week, social bonds formed and were in evidence as learners helped each other navigate a new digital landscape, mastered new skills and made new friends. Using laptops or iPads, staff helped seniors learn how to use a mouse or touchscreen and keyboard, get the most from a Google search, navigate their neighbourhood using Google Maps, and gain their first exposure to email. The pilot is currently being evaluated, but early feedback supports a wider rollout in 2020. Many learners expressed interest in attending more classes like this while others, who could not get into the full sessions, asked when the next series will be offered. As we heard from one instructor: “Lots of people helped each other out; [there was] lots of conversation and jokes! One senior said she needed this and was so happy to make seven new friends!”

## Expanding Access to Technology and Training

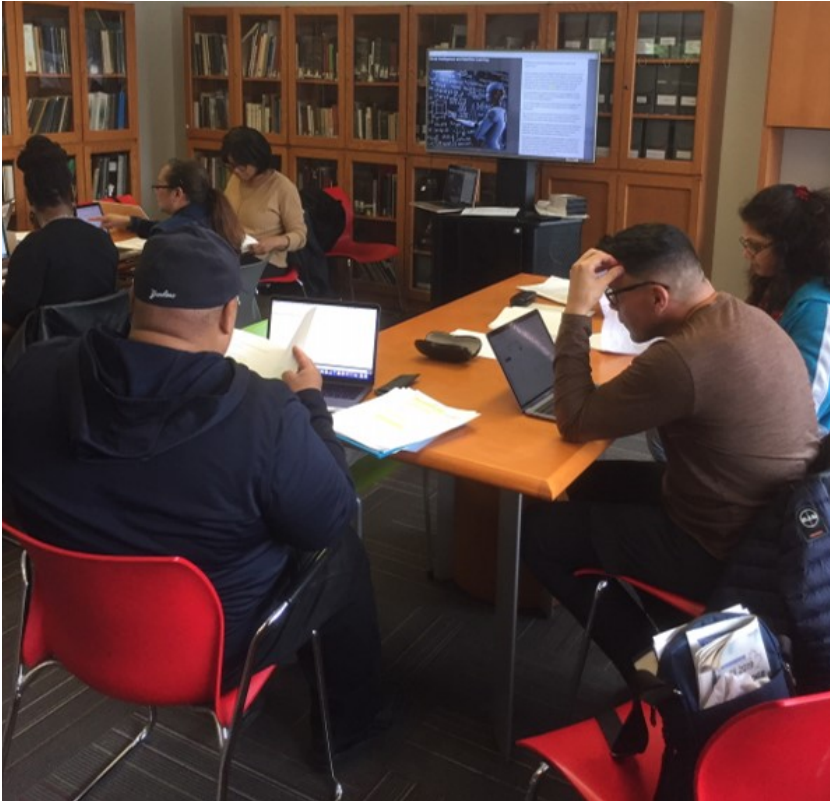
### High School Outreach



*Laura, a high school outreach librarian, works with a student during a Lest We Forget presentation.*

The services of our High School Outreach librarians were recently highlighted in [a blog post for Remembrance Day](#) about the Lest We Forget project, a partnership with Library and Archives Canada that helps students use primary documents to research the First World War. Librarians visit high schools across the city year-round to share information about the library, make library cards and teach research skills, media literacy and how to use our digital resources.

## **Let's Learn Tech Learning Circles Update**



*Let's Learn Tech learning circle participants.*

[Let's Learn Tech Online](#) continues to offer free and engaging technology courses for learners seeking to develop their digital and tech skills. Currently, over 1700 TPL customers have enrolled in Cisco Networking Academy courses. Linux Essentials and Python essentials were recently added to the Let's Learn Tech online platform for advanced learners. Additionally, staff are offering an increased number of programs supporting learners who want to complete courses at the library. This year, a total of 24 Let's Learn Tech [learning circles](#) were offered at library branches across the city. Courses included Linux Unhatched, Introduction to IoT, Introduction to Cybersecurity and Be Your Own Boss, a technology entrepreneurship course. Participants enjoyed learning with others, meeting new people and gaining new skills. Congratulations to all of the graduates!

## Fort York Innovator in Residence Teaches Digital Illustration Skills



*Marley Allen-Ash leading a digital illustration workshop at Fort York Branch.*

Starting on October 1, Fort York Branch hosted a 10-week [Innovator in Residence](#) program focused on digital illustration. Toronto-based illustrator Marley Allen-Ash delivered a series of programs, classes and one-on-one consultations on topics that included Introduction to Adobe Illustrator and Photoshop for Illustration, creating a simple illustrated and animated pattern, and using digital tools for zine making. Marley's clients include The Globe and Mail and Reader's Digest and her work has been recognized by American Illustration, 3x3 Magazine and Creative Quarterly. Marley's classes were well-received and the community has expressed that they would like more of this programming after her residency, which concludes on December 9.

## Toronto Pearson International Airport Enables Digital Innovation Hub Programs at Richview Branch



*Mateo Palmisano.*

Thanks to a donation from Branch Programming Sponsor, Toronto Pearson International Airport, Richview Branch offered a series of digital and technology programs at its Digital Innovation Hub this September through November. “Music Production with Mateo Palmisano” introduced aspiring musicians and producers to the fundamental skills required to succeed in the industry. Trinity Square Video taught workshops about media arts skills. Fabrice Strippoli Photography led hands-on workshops on topics that included getting to know your camera, composition and an introduction to light control. Michael Chambers delivered workshops on sound production. The Hand Eye Society delivered a full-day workshop about game development.

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

### Algorithmic Literacy Programming

Recently, two pilots were held at the Richview Branch and North York Central Library Digital Innovation Hubs to launch our new Algorithmic Literacy programming stream. These pilots consisted of multi-week, multi-week series workshops for Do-It-Yourself Artificial Intelligence. Participants received hands-on time with object recognition and voice recognition algorithms through project kits produced by [Google's AIY](#) team. Additionally, Gerrard/Ashdale and Maria A. Shchuka branches hosted discussions on algorithmic bias and how the Internet is not the same for all users. All events were well-attended by both staff and customers.

# Creating Community Connections through Cultural Experiences

## **Described Audio Guided Tour for You, Me, Us: Outstanding Books for and about Young People with Disabilities Exhibit**

For the current TD Gallery exhibition, [You, Me, Us: Outstanding Books for and about Young People with Disabilities](#), the Preservation and Digitization Department created its first-ever described audio guided tour for visitors. The gallery exhibition highlights “the best of the best” from the International Board on Books for Young People (IBBY) Collection for Young People with Disabilities, housed at the North York Central Library. The IBBY librarians and the TD Gallery team collaborated to create the content. The described audio guided tour compliments other accessibility features in the You, Me, Us exhibit, including tactile floor plans and braille captions. The audio tour is available via embedded audio tracks and is [on the exhibit website](#).

## **Kairos Blanket Exercise for Youth Advisory Groups**



*Youth Advisory Group (YAG) volunteers.*

This fall, 10 of our [Youth Advisory Groups \(YAGs\)](#) participated in the KAIROS Blanket Exercise (KBE), with 158 participants across the sessions. The KBE builds awareness and understanding of our shared history as Indigenous and non-Indigenous peoples in Canada by having participants literally walk through situations that include pre-contact, treaty-making, colonization and resistance. It reaches both the mind and the heart and is contributing to a movement for reconciliation through education across the country. Many of the YAG volunteers

talked about how emotionally engaged they were in their learning. As young ambassadors for the library, opportunities to develop skills and learn about their peers, communities and broader society are important for these volunteers both in the library and personally as they become civically-engaged young people.

## **Tutor Conference Marks its 10th Year**



*Keynote speaker Joyce Grant.*

On November 16, TPL volunteers from [Adult Literacy](#), [Leading to Reading](#) and [Youth Hubs](#) met at North York Central Library for the tenth annual Tutor Conference. Keynote speaker Joyce Grant spoke about fake news today and how to spot it, imparting excellent methods for our volunteers to pass on to their students and adult learners. A variety of workshops were offered in the afternoon, including: how to use reading aloud to reinforce early literacy concepts; adult literacy tutoring techniques; and key strategies for youth engagement. The tutor conference is one of the ongoing development opportunities that TPL provides for our volunteers. This, along with one-on-one support, helps volunteers develop their skills as mentors, reading partners and tutors in this diverse city.

## Staff Recognition Event



*Staff celebrating 30 years with TPL.*

On Thursday November 14, TPL celebrated the achievements of our long-serving staff. We recognized 154 staff from across our 100 branches and many departments who hit a milestone year of 25, 30, 35, 40 or even an astounding 45 years of service. Collectively, these staff represent over 4800 years of service at TPL. Sue Graham-Nutter, Toronto Public Library Board Chair, attended the event and brought greetings on behalf of the Board.

## Inform, Engage, Collaborate Community Engagement Training



*Participants at Inform, Engage, Collaborate.*

On November 14, library staff and City of Toronto division staff participated in a full day of open conversation to further support local community collaboration. This event was part of our community engagement training planned in partnership with City of Toronto, Community Development Unit (Social Development, Finance and Administration). The training, in the format of a World Cafe, brought together community residents, city division reps and library staff to share their community engagement challenges and to celebrate their successes. Conversations and discussions also included ways to enhance partner collaboration. Resident Advisory Committee members and Local Champions guided participants and offered key insights. During the day, Randell Adjei – author, inspirational speaker, community leader and spoken word artist – enlightened the crowd with a spoken word performance and open mic where participants had the chance to pitch innovative program ideas. A graphics facilitator captured thoughts and ideas that came from the table discussions throughout the day.

## Literacy in Shelters Conference



*Participants in the Tools for Emotional Intelligence workshop.*

In November, [Frontier College](#) and TPL's Services to Vulnerable Persons Work Group collaborated to present the Literacy in Shelters Conference. This free conference was for staff and volunteers of shelters and community agencies that work to support learning and change in the presence and aftermath of violence, neglect and other traumatic experiences. [Dr. Jenny Horsman](#), a community-based researcher and educator, set the tone for the day by reviewing how violence and other traumatic events impact the ability to learn and change, and introduced supportive approaches. The afternoon workshops focused on tools and resources to support preschool up to high school students in literacy, learning and emotional intelligence. Sessions featured leaders from TPL, Frontier College and [Generation Chosen](#).



# Branch Experience Project

**Toronto Public Library Board**

**Claire Argyropoulos & Heather Mathis**

**December 16, 2019**



# Branch Experience Project

- How we offer the service in our branches
- How we allocate staff time to the services that are most important to our customers



# Customer Experience

## Great Experience Activators

**1** More  
visibility  
of spaces and  
services

**2** More  
welcoming  
online & in person

**3** More  
personalized

**4** Consistently  
exceptional  
customer  
service

**5** More ways to  
collaborate and  
engage with TPL

**6** Stay true  
to our roots

# TPL Strategic Plan Priority



TPL Strategic  
Plan Priority

Investing in staff to  
deliver exceptional  
customer experiences in  
a complex and changing  
environment.

# Employee Engagement

Addresses concerns raised in Employee Engagement Survey

- Time to pursue training
- Consultation with staff
- Building management understanding of staff issues



Our service environment is changing, and so are the needs and expectations of Torontonians

- Great customer experience
- Technology support
- Programming, User Education, and Community Outreach and Engagement



# Goal 1

- Customers get better service at the first point of contact (and staff are more comfortable and confident)



## Goal 2

- More and better technology support for all services



## Goal 3

- Freeing up staff time for outreach, User Education and programming



# Locations

- Brentwood – January 2019
- Richview, Barbara Frum, Bloor/Gladstone – Fall 2019
- Agincourt, Cedarbrae, Pape/Danforth – Winter 2020



# How it works

- Engage all staff in the whole process
- Weekly training sessions
- Peer mentorship
- Management engagement



# Training Topics

- Mobile printing from any device
- Online resources (movies, music, magazines)
- Service to vulnerable populations
- 3D printing



# Richview Digital Innovation Hub

- Everybody has a role supporting our services.
- Time to learn.
- Changing culture.



## What we've learned so far

- Staff are the experts on their communities and buildings. Giving staff the lead brings the best result.
- Managers working with and listening to staff adds value to project
- Take the time a project needs so that real change happens



- Question and referral tracking
- Staff technology survey
- Output measures
- Staff comfort and confidence



# Next Steps

- Training will happen branch by branch
- Starting with district branches and then moving to neighbourhood branches



# Thank You!

## **Centennial Branch – Increase to Architect Contract for Net Zero Building**

<b>Date:</b>	December 16, 2019
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

### **SUMMARY**

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The purpose of this report is to request Toronto Public Library (TPL) Board approval to increase the contract value for architectural services with Ken Fukushima Architecture jointly with McCallum Sather Architects Inc. for the Centennial branch capital project by \$360,150, for a total value of \$980,662, to include requirements for a Net Zero building.

City of Toronto Council has directed that agencies, corporations and divisions should aim to achieve a net zero energy/emissions target for all new buildings greater than 100 square meters, where technically practical and financially feasible, commencing in 2018. The Centennial branch reconstruction will be the first TPL building to achieve the net zero objective.

### **RECOMMENDATIONS**

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

1. increases the award of the contract to Ken Fukushima Architecture jointly with McCallum Sather Architects Inc. by \$360,150 for architectural services for the Centennial branch capital project to include additional consulting fees for the design, certification and commissioning of a Net Zero building, for a total contract value of \$980,662 [excluding Harmonized Sales Tax (HST)].

## **FINANCIAL IMPACT**

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The increase in project scope to include net zero study, design and construction, registration and certification, and commissioning is \$360,150, for a total contract value of \$980,662. This additional cost can be accommodated within the overall approved project budget of \$11,483,000 as the net zero design introduces savings in the construction budget because a smaller mechanical room is required. Additional future operating savings will also result from the net zero design.

Board approval of the increase in the architectural services contract is required because the contract value has increased by 58%.

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

## **DECISION HISTORY**

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On February 25, 2019, the Board approved that the [contract for architectural services](#) for the Centennial branch be awarded to Ken Fukushima Architecture jointly with McCallum Sather Architects Inc. The award was based on fees of 6.93% of the estimated construction budget of \$8,954,000, resulting in a cost of \$620,512.

## **BACKGROUND**

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In March 2017, City Council directed the City's agencies, corporations and divisions to apply the Toronto Green Standard Tier 2 Core performance measures and aim to achieve a net zero energy/emissions target for all new buildings greater than 100 square meters, where technically practical and financially feasible.

TPL has recently completed a study to determine if it is technically practical and financially feasible to design the reconstructed Centennial branch as a net zero energy/emissions building. The study determined that, in conjunction with a high performance building envelope, it is technically practical and financially feasible to achieve net zero on this project.

## **COMMENTS**

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Design work for the 15,000 sq. ft. Centennial branch is underway with the architects. The building design is proceeding on schedule. The net zero requirements will require increasing the footprint of the branch on City-owned land, and consultations are

underway with: Parks, Forestry and Recreation, located adjacent to the branch; City Planning; Transportation Services; and the public.

In future, requests for architectural services will include design and building requirements (where technically and financially feasible) to be in compliance with the City of Toronto Green Standards, which now includes a net zero energy/emissions target for new buildings.

## **CONTACT**

Alyssa van Graft; Director, Transformational Projects; Tel: 416-395-5541;  
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Gail Rankin; Senior Manager, Facilities Management; Tel: 416-395-5881;  
Email: [grankin@tpl.ca](mailto:grankin@tpl.ca)

## **SIGNATURE**

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Vickery Bowles  
City Librarian



# Centennial Branch Net Zero

## Toronto Green Standard

Gail Rankin, Senior Manager, Facilities Management



# Toronto Green Standard

The Centennial branch will be designed to surpass the Toronto Green Standard

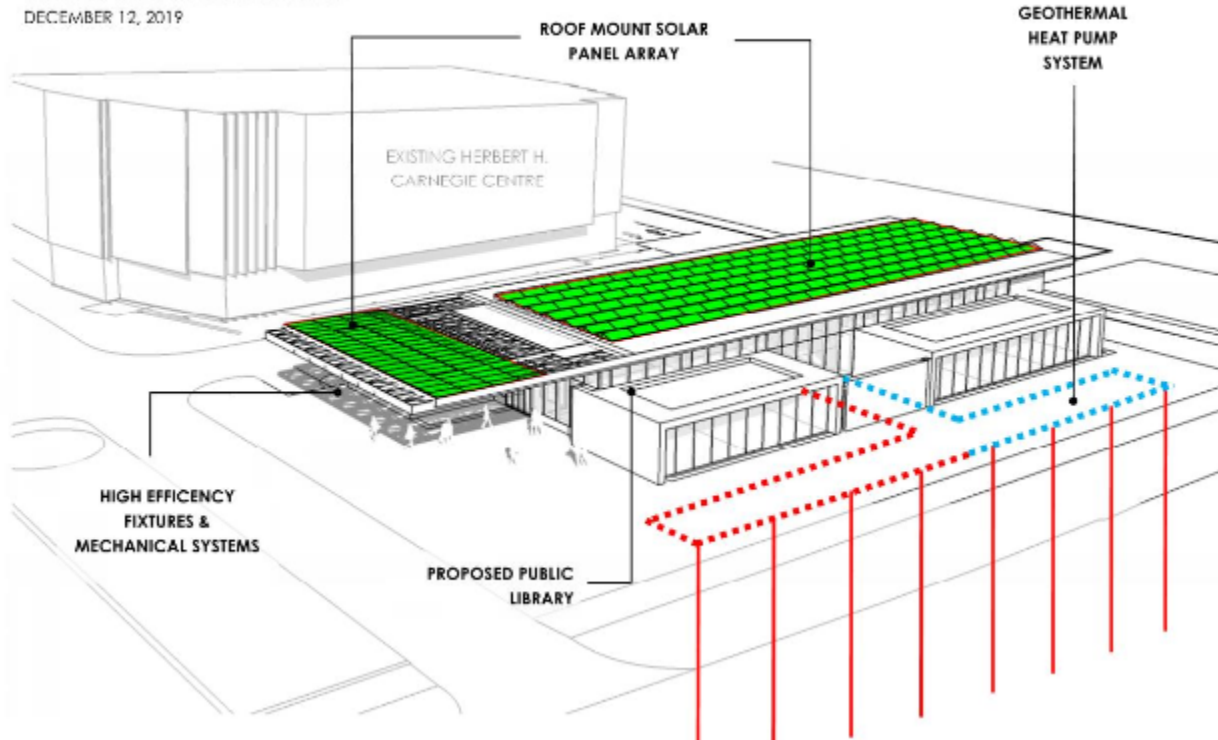
- The Standard applies to all non-residential development being planned and built
- Considers Air Quality, Energy Efficiency, GHG & Resilience, Water Balance, Quality and Efficiency, Ecology, and Solid Waste
- Buildings must be third party certified post-construction to certify that all new capital facilities have met the Tier 2 Core performance requirements.
- Council also directed the City's agencies, Corporation and Divisions to further **aim to achieve** a new-zero energy/emissions target for all new building greater than 100 sq. m. where technically practical and financially feasible commencing in 2018
- The Centennial branch will be designed and constructed to meet the net-zero target

# What is Net Zero?

The total amount of energy used on an annual basis is equal to the amount of renewable energy created on the site

## RENEWABLE ENERGY SYSTEMS

CENTENNIAL LIBRARY RECONSTRUCTION  
DECEMBER 12, 2019

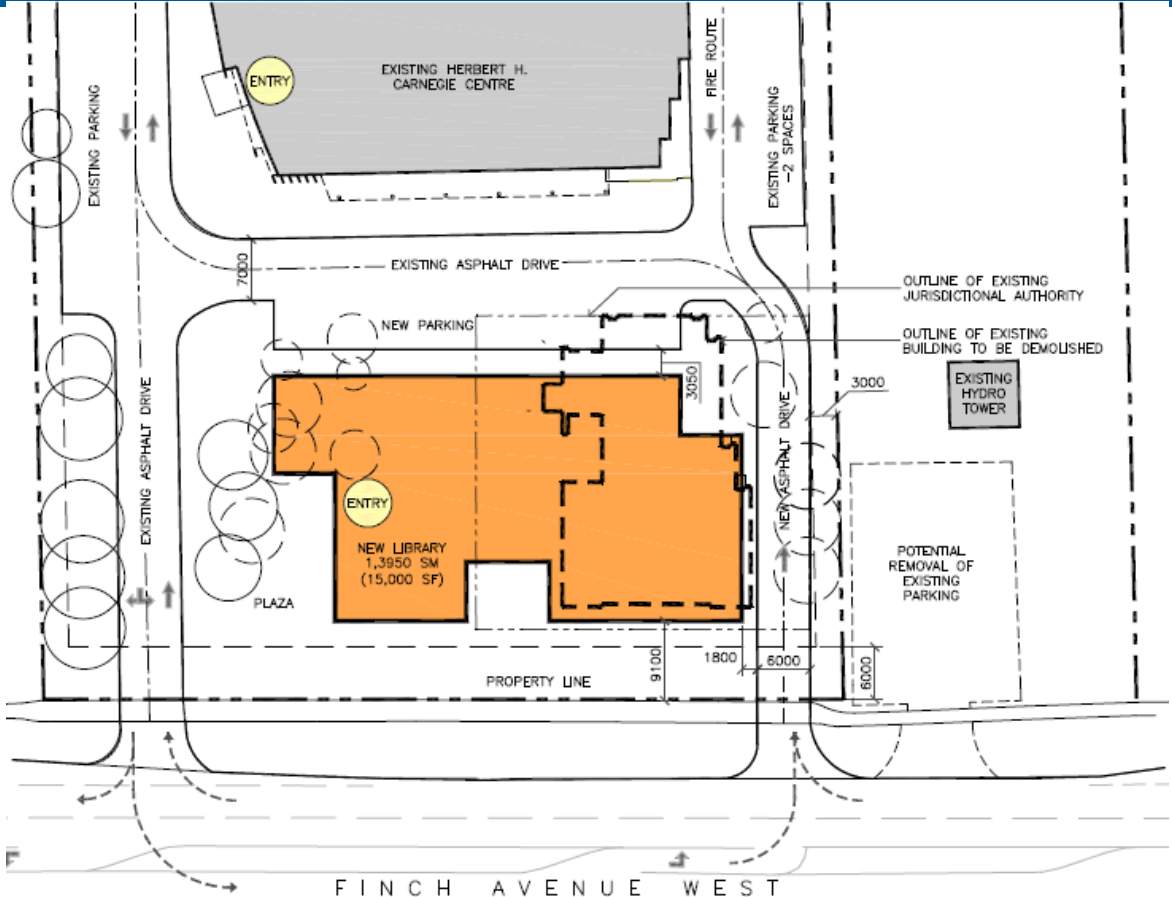


## Future RFPs for Architectural Services will specify projects to aim to achieve Net Zero

- Incorporated in the RFP scope of work for Passive design principles
- Specified Net Zero Energy goal: the site generates as much On-Site renewable energy as it uses
- Required that the Design meets the CaGBC's Zero Carbon Standard
- Requires third party audit

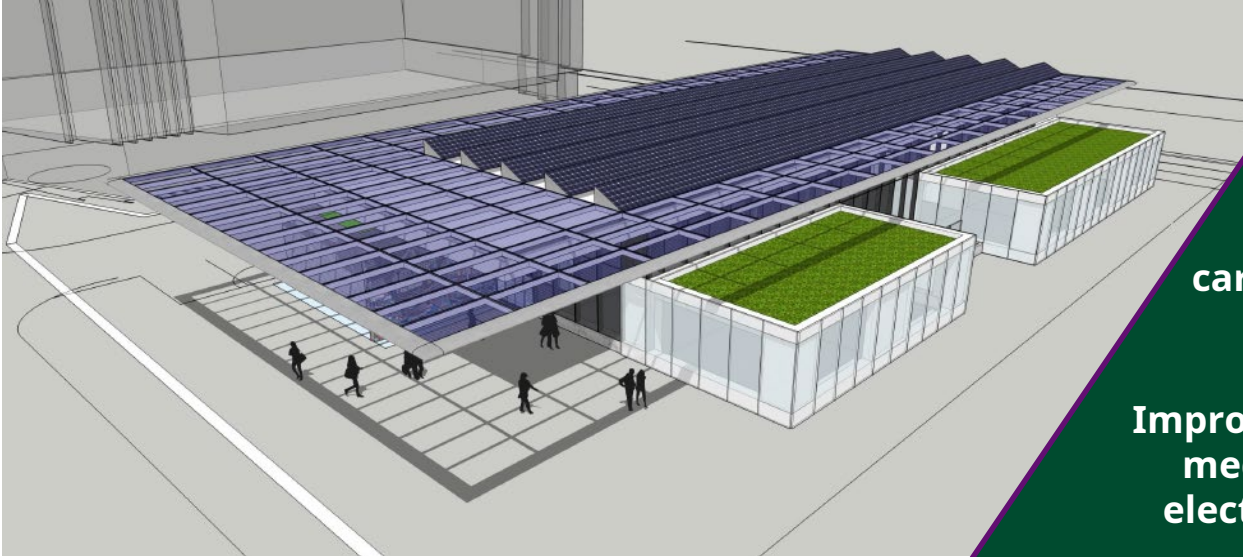


The new design increases the branch footprint on the site



# Branch Design

The new design increases the branch footprint on the site



**Use low  
carbon energy**

**Improve efficiency of  
mechanical and  
electrical systems**

**Reduce energy loads through  
passive design**

There is considerable Renewable Energy Potential in the Centennial design

- Reduce total Energy Use by 50%
- Reduce annual energy cost by \$22,830 / year or \$684,900 over 30 years
- Reduce green house gas emissions by 81%

The project budget can absorb the additional Net Zero design costs

- Overall approved project budget is \$11,340,000
- Cost of Net Zero consulting, design, construction management, certification, and commissioning is \$360,150
- Brings the total value of the architectural services award to \$980,662



**thank you!**

## IT Hardware Replacement – Award of Contract

<b>Date:</b>	December 16, 2019
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

### SUMMARY

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The purpose of this report is to seek Toronto Public Library (TPL) Board approval to award a contract for the supply of desktops, related accessories and professional services, as per TPL's and the City of Toronto's (COT) joint request for quotation (RFQ) No. 3412-19-0233, to CompuCom Canada. Co., being the lowest bidder meeting specifications of the RFQ call.

The term of the contract is for approximately three (3) years and is expected to start on January 1, 2020 and end on December 31, 2022, with the option to renew the contract for one (1) additional one (1) year period. The total estimated cost of the contract with CompuCom Canada Co. for the term of the contract plus the optional one (1) year period will be up to \$4,325,000, excluding applicable Harmonized Sales Tax (HST).

The contract will enable TPL to continue with its' desktop replacement strategy for both staff and the public.

### RECOMMENDATIONS

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

1. enters into a commitment with CompuCom Canada Co. for the supply of desktops, accessories and professional services, with a total value of no more than \$4,325,000, excluding Harmonized Sales Tax (HST), comprised of the following:
  - a. an approximate three (3) year contract, expected to start on January 1, 2020 and end on December 31, 2022, with an estimated value of \$3,245,000; and

- b. a one (1) year renewal option, at the sole discretion of the City Librarian, expected to start on January 1, 2023 and end on December 31, 2023, with an estimated value of \$1,080,000.

## **FINANCIAL IMPACT**

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The total commitment value of the approximate three-year award and the optional one-year renewal, is up to a maximum of \$4,325,000, excluding HST. The approximate annual costs for the supply of desktops, accessories and professional services beginning with the date of award is shown in the following table.

<b>Year</b>	<b>Amount</b>	<b>Scope</b>
3-Year contract 2020	1,345,000	2019 Staff New Requests Backlog, 2020 Public Refresh & Professional Services for Install + Windows 10 Upgrade
2021	950,000	2021 Staff Refresh & Professional Services for Install
2022	950,000	2022 Public Refresh & Professional Services for Install
<b>Subtotal</b>	<b>3,245,000</b>	
2023 (Optional Renew)	1,080,000	2023 Staff Refresh & Professional Services for Install & Potential Windows Upgrade
<b>Total</b>	<b>4,325,000</b>	

Funding for this award is included in the multi-year Technological Asset Management Program (TAMP) capital budget 2020-2023, which funds TPL’s technology asset replacement strategy. TPL’s 2020-2029 capital plan, which includes higher annual TAMP funding averaging \$6.2 million, will be considered by Council on February 19, 2020.

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

## **ALIGNMENT WITH STRATEGIC PLAN**

Toronto Public Library’s new strategic plan *Resilience, Success and Wellbeing for Our Cities and Its Communities* includes *expanding access to technology and digital literacy training* as one of five priorities. Torontonians need access to current and emerging technology to fully participate in the digital world, yet the high cost of technology and the internet are barriers to access. TPL is well positioned to take a leading role in advancing digital inclusion and digital literacy by offering access to computers and

laptops in its network of 100 branches and through outreach to advance the outcome that all residents have access to technology and the skills to use it. The provision of computing devices including computers, laptops and tablets with current software for the public is a key initiative in advancing this priority.

The strategic plan also includes the priority *Investing in staff to deliver exceptional customer experiences in a complex and changing environment*. Library staff require new resources and skills to provide library services that are personalized, relevant and efficient. Providing staff with current technology is a key strategy in delivering efficient and effective services in library branches, online and in community locations. The provision of computing devices with current software for staff is key to advancing this priority.

## **EQUITY IMPACT STATEMENT**

The 2020-2024 Strategic Plan *Resilience, Success and Wellbeing for Our Cities and Its Communities* has embedded the City's equity lens into the plan. This lens supports understanding and addressing of barriers to Toronto Public Library services by equity-seeking groups and vulnerable populations in the City of Toronto to advance equitable outcomes for all, and address the Truth and Reconciliation calls to action.

Access to the internet and a computing device is a requirement for daily life. A 2019 study *Bridge: Technology Access in Public Libraries: Outcomes and Impacts* outlines the importance of library technology, including computer devices and access to the Internet in addressing a fundamental barrier to access and advancing digital inclusion and digital literacy for all.

Key findings include:

- 53% of customers who used technology services at a public library would not otherwise have had access to those services. The library has a positive impact on bridging the technology access gap in under-represented groups. More than half of the older customers (+65), indigenous persons, people with low income, use technology services at the library that they would not otherwise have.
- 80% indicated that their digital comfort – the ability to learn and continue using new technology – increased after digital training in the library and for immigrants and visible minorities the level was higher
- 78% of people using technology services in libraries identified that it helped them connect to their community
- 33% used technology to access government services, and this rate was higher among low income groups

## **ISSUE BACKGROUND**

The COT's contract for desktops, related accessories and professional services will reach its limit in December 2019. As a result, the COT issued a request for quotation (RFQ) for a new vendor. Consequently, the COT and Library issued a joint RFQ No. 3412-19-0233 for non-exclusive supply of desktops, related accessories, and professional services in August 2019. The COT Bid Award Panel awarded [RFQ 3412-19-0233](#) to CompuCom Canada Co. being the lowest bidder meeting specifications, at its meeting on September 25, 2019. TPL is now awarding its portion of the RFQ to CompuCom Canada Co.

## **COMMENTS**

TPL has approximately 4000 desktops that are used by its customers and staff. As part of TPL's ongoing sustainability of IT assets, TPL replaces approximately a quarter of its desktops every year as per a four-year refresh cycle. IT asset replacement is budgeted in the multi-year TAMP capital budget. This contract does not include laptops, Macs, iPads or printers. These devices are covered under other contracts that offer more competitive pricing.

TPL's IT asset replacement strategy is based on a leading practice to ensure adequate performance and efficiency. By maintaining current technology, the risk of hardware failure, performance issues, and inability to meet software currency and energy-efficient requirements are mitigated. The IT asset replacement strategy is key to ensuring on-going staff productivity, the implementation of service modernization initiatives and delivery of public service programs such as access to technology and digital literacy.

## **CONTACT**

Angela Copeland; Director Digital Strategy & CIO; Tel: 416-393-7104;  
Email: [acopeland@tpl.ca](mailto:acopeland@tpl.ca)

Ian Stegman; Manager Technology Infrastructure; Tel: 416-395-5920;  
Email: [istegman@tpl.ca](mailto:istegman@tpl.ca)

## **SIGNATURE**

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Vickery Bowles  
City Librarian

**2020 Interim Budget Estimates**

<b>Date:</b>	December 16, 2019
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

**SUMMARY**

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The purpose of this report is to seek Toronto Public Library (TPL) Board adoption of the 2020 interim operating and capital budget estimates, subject to Council approval, in order to enable TPL to carry out normal operations during the period between January 1, 2020 and the date on which Council approves the 2020 operating and capital budgets.

The interim 2020 operating budget for TPL is \$103.657 million gross (\$94.047 million net), which is based on 50% of TPL’s 2019 Council-approved budget.

The interim capital budget is \$27.429 million gross (\$10.651 million debt), which is based on carry forward funding from 2019 and 100% of the 2020 funding commitments for previously approved capital projects.

Council approval of the 2020 interim budgets is expected on December 17, 2019. Council approval of the 2020 budgets is expected on February 19, 2020.

**RECOMMENDATIONS**

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

1. adopts the 2020 interim operating budget of \$103.657 million gross (\$94.047 million net), subject to Council approval; and
2. adopts the 2020 interim capital budget of \$27.429 million gross (\$10.651 million debt), subject to Council approval.

## **FINANCIAL IMPACT**

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The 2020 interim budget funding will enable TPL to carry out normal operations during the period between January 1, 2020 and the date on which Council approves the 2020 operating and capital budgets, expected on February 19, 2020. The 2020 interim operating budget for TPL is \$103.657 million gross (\$94.047 million net), which is based on 50% of TPL's 2019 approved operating budget.

The interim capital budget is \$27.429 million gross (\$10.651 million debt), which is based on carry forward funding from 2019 and 100% of the 2020 funding commitments for previously approved projects.

Based on City Finance's direction, TPL's interim budget percentage approvals are consistent with other City Agencies and Divisions, and is expected to be more than adequate to meet TPL's operating and capital needs in the interim period.

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

## **COMMENTS**

In accordance with TPL's Financial Control Policy, prior to the approval of the annual operating and capital budgets, the Library Board needs to adopt the Council-approved interim estimates to fund the continuance of the Library's business from the first day of January to the date the operating and capital budgets are approved for that year.

A City report entitled "*The 2020 Tax Supported Interim Operating and Capital Budget Estimates*" will be presented to the Executive Committee at its meeting on December 11, 2019 and City Council on December 17, 2019.

Expenditures made during the period from January 1, 2020 to the date Council approves the 2020 operating and capital budgets must be restricted to normal operations.

## **CONTACT**

Larry Hughsam; Director, Finance & Treasurer; Tel: 416-397-5946;  
Email: [lhughsam@tpl.ca](mailto:lhughsam@tpl.ca)

**SIGNATURE**

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Vickery Bowles  
City Librarian

## **Bayview Branch – Lease Extension**

<b>Date:</b>	December 16, 2019
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

### **SUMMARY**

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The purpose of this report is to seek Toronto Public Library Board endorsement for a one-year lease extension agreement commencing on February 1, 2021 and terminating on January 31, 2022, for the premises occupied by the Bayview branch in the Bayview Village Shopping Centre.

This lease extension requires Library Board and City of Toronto approval.

Library staff will continue to negotiate with the landlord for a further lease extension, possibly on a month-to-month basis, to allow the branch to remain in the mall until the construction is complete for the new branch at the Bessarion shared-use site, expected in spring/summer of 2022.

### **RECOMMENDATIONS**

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

1. endorses a lease extension agreement with bcIMC Realty Corporation for the premises occupied by the Bayview branch, Unit 123A in the Bayview Village Shopping Centre for a one (1) year term to commence on February 1, 2021 and terminate on January 31, 2022, substantially on terms and conditions set out in Attachment 1;
2. authorizes the City Librarian to act on its behalf to seek City approvals and execute the lease and related documentation.

## **FINANCIAL IMPACT**

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Under the terms of the proposed lease extension agreement for 6,333 square feet, the annual base rent will be \$42.50 per square foot for a total of \$269,152.50, which represents no change from the current lease rate, and is therefore included in the proposed 2020 budget. When combined with the estimated annual common area cost and utilities of \$138,882.69, this results in a total operating budget cost in the lease year of \$408,035.19.

All amounts are exclusive of Harmonized Sales Tax.

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

## **DECISION HISTORY**

At the meeting on September 24, 2018, the Library Board endorsed the recommendations contained in [Bayview Branch – Lease Extension](#) report for a one-year lease extension agreement commencing on February 1, 2019 and terminating on January 31, 2020, for the premises occupied by the Bayview branch. The City of Toronto subsequently approved the lease extension.

At the meeting on May 21, 2019, the Library Board endorsed the recommendations contained in [Bayview Branch – Lease Extension](#) report for a one-year lease extension agreement commencing on February 1, 2020 and terminating on January 31, 2021, for the premises occupied by the Bayview branch. The City of Toronto subsequently approved the lease extension.

## **ISSUE BACKGROUND**

Bayview branch is located within the Bayview Village Shopping Centre, Unit 123A, at 2901 Bayview Ave, North York. The current lease expires on January 31, 2021.

The population in the area has expanded due to development along the Sheppard subway, and the branch currently serves a population of 55,459. Future development plans will result in continued population growth. While Bayview branch provides a full range of neighbourhood library services, the branch is limited in its ability to meet the growing demand for services in the current location. For this undersized branch, there is no program room and branch space is at a premium at this busy location.

## COMMENTS

The Library's approved capital plan includes a project to relocate the branch from the mall onto City land by the Bessarion subway stop. The project budget of \$15.2 million is for the construction of a larger 13,418 square foot library in a City joint-use facility with a daycare and a Parks, Forestry and Recreation aquatics and recreation centre. The project is currently underway and it is anticipated that construction will be completed in the spring/summer of 2022.

This one-year lease extension to January 2022 provides a partial bridge to the end of the construction. Library staff will continue to negotiate with the landlord for a lease extension, possibly on a month-to-month basis, to allow the branch to remain in the mall until the construction is complete at the Bessarion site. During this period, there is a possibility that the Library may be required to relocate within the mall to accommodate the mall owner's development plans.

All leases for branches located on privately-owned property require Library Board approval. Leases on privately-owned property with a term over one year or total rent over \$50,000 require City of Toronto approval. This lease extension therefore requires City approval.

## CONTACT

Larry Hughsam; Director, Finance and Treasurer; Tel:416-397-5946;  
Email: [lhughsam@torontopubliclibrary.ca](mailto:lhughsam@torontopubliclibrary.ca)

## SIGNATURE

---

Vickery Bowles  
City Librarian

## ATTACHMENTS

Attachment 1: Bayview Branch Lease Extension - Major Terms and Conditions

## BAYVIEW BRANCH LEASE EXTENSION MAJOR TERMS AND CONDITIONS

### **Premises:**

Approximately 6,333 square feet of rentable space, Unit 123A, at Bayview Village Shopping Centre, 2901 Bayview Avenue, Toronto.

### **Landlord:**

bcIMC Realty Corporation

### **Term:**

One year commencing on February 1, 2021 to January 31, 2022.

### **Use:**

Neighbourhood library branch operated by the Toronto Public Library.

### **Base Rent:**

\$42.50 per sq. ft. or \$269,152.50 per year, plus HST.

### **Additional Rent:**

The estimated rate for additional rent is \$18.93 per sq. ft. or \$119,883.69 per year, plus HST.

### **Utilities:**

Utilities are estimated at \$3.00 per sq. ft., or \$18,999 per year, plus HST.

	<b>Monthly</b>	<b>Annual</b>
Base Rent	22,429.38	269,152.50
Additional Rent	9,990.31	119,883.69
<b>Subtotal</b>	<b>32,419.68</b>	<b>389,036.19</b>
Utilities (estimate \$3/sq.ft.)	1,583.25	18,999.00
<b>Total</b>	<b>34,002.93</b>	<b>408,035.19</b>
HST	4,420.38	53,044.57
<b>Total</b>	<b>38,423.31</b>	<b>461,079.76</b>

## **Board Resolutions – Status Report**

<b>Date:</b>	December 16, 2019
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

### **SUMMARY**

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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 – December 16, 2019

**STATUS REPORT  
TORONTO PUBLIC LIBRARY BOARD RESOLUTIONS  
AS AT DECEMBER 16, 2019**

<b>DATE OF MEETING</b>	<b>MOTION (Ref: Minute #)</b>	<b>STATUS</b>	<b>TARGET DATE</b>
Sep. 8, 2014	<b>14-150 - Notice of Motion: Funding and Timing of Perth/Dupont Branch Relocation</b>		
	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).	<b>IN PROGRESS</b> 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	<b>16-040 - Naming Opportunity - Daniel Grafton Hill III</b>		
	2. requests staff to provide updates to the Toronto Public Library Board on this initiative at strategic intervals.	<b>IN PROGRESS</b> This initiative is dependent on a future branch capital project and consultation process.	To be determined

Nov. 25, 2019	<b>Strategic Plan 2020-2024: Resilience, Success and Well-Being for our City and its Communities</b>		
	<p>3. directs staff to develop a balanced scorecard, key performance indicators and associated activities for Board approval in early 2020</p> <p>4. directs staff to develop a communications plan and strategy and will include materials that will communicate the plan, and will include a public facing publication based on the 2020-2024 Strategic Plan Overview as outlined in Attachment 1 for information to the Board in early 2020</p>	<b>IN PROGRESS</b>	First Quarter 2020