



**Toronto Public Library Board**

**Meeting No. 4: Monday, April 4, 2005, from 6:04 p.m. to 7:50 p.m.**

**Toronto Reference Library, Beeton Auditorium, 789 Yonge Street, Toronto**

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**Members Present:**

Ms. Gillian Mason (Chair)  
Mr. Bill Booth (Vice-Chair)  
Mr. Matthew Church  
Councillor Gay Cowbourne  
Councillor Janet Davis  
Dr. Kathy Gallagher-Ross  
Mr. Murthy Ghandikota  
Mr. Okeima Lawrence  
Councillor Karen Stintz  
Councillor Sylvia Watson  
Ms. Kate Wilson

**Regrets:**

Ms. Louise Aspin  
Councillor Kyle Rae

**05-73 Call to Order**

Gillian Mason called the meeting to order at 6:04 p.m.

**05-74 Approval of Agenda**

*Moved by M. Church, seconded by K. Wilson, and carried:*

*That the agenda, as revised to move Agenda Item No. 10 – Seniors and People with Disabilities' Services at the Toronto Public Library to the beginning of the meeting, be approved.*

**05-75 Declarations of Interest**

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

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**05-76 Approval of March 7, 2005 Toronto Public Library Board Meeting Minutes***Moved by M. Ghandikota, seconded by B. Booth, and carried:**That the minutes of the March 7, 2005 Toronto Public Library Board meeting be approved.***Business Arising****05-77** There were no *Business Arising* items for the meeting.**Item for Information:****05-78 Seniors and People with Disabilities' Services at the Toronto Public Library**

Susan Back, Manager, Access Services, Toronto Reference Library, and Chair, Services for Older Adults and People with Disabilities Committee and Arlene Chan, Manager, Mobile Library Services, City-wide Services, provided an overview of services for seniors and people with disabilities at Toronto Public Library.

*Moved by B. Booth, seconded by M. Ghandikota, and carried:**That the Toronto Public Library Board receive the staff presentation on Seniors and People with Disabilities' Services at the Toronto Public Library for information.*

It was requested by Councillor Cowbourne that a list of the programs for seniors at Toronto Public Library along with copies of the *Seniors and People with Disabilities' Services at the Toronto Public Library* presentation be distributed to Board Members for information.

**05-79 Recognition of Friends of Toronto Public Library – North Chapter**

Gillian Mason presented a plaque to the Friends of Toronto Public Library, North Chapter in recognition of raising more than \$500,000 at *Book Ends*, the volunteer-run bookstore maintained by the Friends of Toronto Public Library, North Chapter. The funds that support the Library's *Leading to Reading* program were raised by selling donated items and materials that are withdrawn from the Library since *Book Ends'* inception in October of 1993. Accepting the plaque on behalf of the Friends of Toronto Public Library, North Chapter were Judy McCabe, Member and Organizing Member of *Book Ends*; Betsy McDonald, Chair; and Janice Silveira, Past Chair.

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**05-80 Chair's Report**

- (1) A total of approximately 250 special programs were provided at Toronto Public Library over the two-week March Break period.
- (2) The Lillian H. Smith Branch was featured by *Global TV* during March Break, including coverage of “the smallest book in the world” at the Osborne Collection.
- (3) TPL’s services to newcomers were covered in the March issue of *Canadian Newcomer* magazine. The publication is provided free-of-charge in all Library branches.
- (4) The Library’s new writer-in residence, Ken McGoogan, begins his tenure at the Toronto Reference Library on April 18 through to June 17.
- (5) *I Wrote On All Four Walls* recently tied for fifth place on the *Quill and Quire* Children’s and Young Adults, non-fiction, bestseller list. The book, developed with Annick Press, portrays Toronto youth and their experiences with violence, told in the voices of the youth themselves. It was developed as a result of the Library’s annual *Young Voices* creative writing program.
- (6) *Drawn-Out Stories*, a graphic novel exhibit in the TD Gallery at the Toronto Reference Library, recently ended after a very successful run. A standing-room-only crowd congregated for a programming event on graphic novels in the Beeton Auditorium part-way through the exhibit. A detailed critical review of the show appeared in *Eye Weekly*.
- (7) A new exhibit – *Canadians On Guard: the Home Front 1939-1945* – began this week at the TD Gallery. The exhibition is in recognition of May 8, the 60th anniversary of VE Day – the end of World War II in Europe.
- (8) Many book and author-related programs will be featured at TPL in the next few months including:
  - (a) Poet Laureate Pier Giorgio Di Cicco at Toronto Reference Library on April 21;
  - (b) Miriam Toews, winner of the 2004 Governor General’s Literary Award for *A Complicated Kindness*, at Toronto Reference Library on April 26; and
  - (c) David Bezmozgis, a 2004 finalist for the Governor General’s Literary Award, at North York Central Library on May 11.

***Moved by K. Gallagher-Ross, seconded by B. Booth, and carried:  
That the Chair's Report be received for information.***

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**05-81 Presentations**

There were no *Presentations* at the April 4, 2005 Board meeting.

**05-82 Communications**

*Moved by M. Church, seconded by M. Ghandikota, and carried:*

*That the Toronto Public Library Board receive Communication Items (a) and (b) for information:*

- (a) *Letter to Josephine Bryant, City Librarian, dated March 10, 2005, from George Smitherman, M.P.P., Toronto Centre-Rosedale, congratulating Toronto Public Library on winning the Minister's Award for Innovation;*
- (b) *Letter to all Toronto Public Library's library services volunteers, dated April 4, 2005, from Gillian Mason, Chair, Toronto Public Library Board, expressing appreciation during Volunteer Appreciation Month for the active support of volunteers to the programs, services and collections of the Toronto Public Library.*

**Item for Information:****05-83 Requests for Reconsideration of Library Materials – 2004 Annual Report**

*Moved by Councillor Cowboun, seconded by O. Lawrence, and carried:*

*That the Toronto Public Library Board receive the Requests for Reconsideration of Library Materials – 2004 Annual Report for information.*

**Items for Approval:****05-84 Circulation and Collection Use (including Fees and Fines) Policy**

*Moved by M. Ghandikota, seconded by M. Church, and carried:*

*That the Toronto Public Library Board:*

- (1) *approve the revisions to the Circulation and Collection Use (including Fees and Fines) Policy, and that the revised policy be implemented effective the beginning of September 2005; and*
- (2) *approve the following changes:*
  - (a) *introduce a teen category for 13 - 17 years old with a fine rate of \$0.15 per item/per day with a maximum of \$6.00 per item/per loan period; and*
  - (b) *maintain the daily fine rate for adult materials at \$0.30 per item/per day with a maximum of \$12.00 per item/per loan period.*

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**Circulation and Collection Use (including Fees and Fines) Policy - continued**

*Moved in amendment by O. Lawrence, seconded by Councillor Davis, and carried:*

*That staff report to Toronto Public Library Board, after consultation with youth, concerning incentive options to encourage teen use of the Library including the possible provision of an overdue fines' waiver for teens.*

*The motion as amended was carried.*

**05-85 Planning Framework for Toronto Public Library's Capital Program for Library Branches**

*Moved by M. Ghandikota, seconded by M. Church, and carried:*

*That the Toronto Public Library Board:*

- (1) receive the Planning Framework for Toronto Public Library's Capital Program for Library Branches for information; and*
- (2) approve the process for assessing new proposals or changes to existing projects for the capital program.*

**05-86 Conference Attendance 2005**

*Moved by Councillor Watson, seconded by B. Booth, and carried:*

*That the Toronto Public Library Board approve staff attendance at conferences in 2005 as follows:*

- (1) one (1) staff member to attend the Association for Information and Image Management conference at an estimated cost of \$4,120;*
- (2) one (1) staff member to attend the Gartner Symposium/Itxpo 2005 conference at an estimated cost of \$6,700;*
- (3) two (2) staff members to attend the World Library and Information Congress: 71<sup>st</sup> International Federation of Library Associations and Institutions (IFLA) General Conference and Council Meeting at an estimated cost of \$3,600 and \$4,300 respectively; and*
- (4) one (1) staff member to attend the Metropolitan Libraries Section of IFLA, Libraries and Life-Long Learning – Inspiring Users and Staff at an estimated cost in excess of \$3,500.*

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**Other Business****05-87 Absence of Board Members**

*Moved by Councillor Watson, seconded by M. Ghandikota, and carried:  
That Councillor Kyle Rae's absence from more than three consecutive Board meetings be excused.*

**Reconsideration of Matter****05-88 Circulation and Collection Use (including Fees and Fines) Policy**

*Moved by Councillor Cowbourne, seconded by K. Wilson, and carried:  
That the Toronto Public Library Board reconsider Agenda Item #12 –  
Circulation and Collection Use (including Fees and Fines) Policy*

In response to a question from Okeima Lawrence, staff reported the following information concerning the use of a collection agency to assist the Library in collecting longstanding overdue fees and fines:

- (a) The use of a collection agency was approved by the Board in October 2003 and implemented in January 2004.
- (b) Only Library users 18 years of age and older with longstanding overdue fines would be contacted by a collection agency.
- (c) A request for collection agency involvement does not occur until 70 days after the item due date.
- (d) The collection agency has been requested by TPL to use a "soft approach" in dealing with Library users to ensure that good relations are maintained.

**05-89 Closed Meeting**

*At 7:40 p.m., it was:*

*Moved by B. Booth, seconded by K. Gallagher-Ross, and carried:*

*That the Toronto Public Library Board conduct a Closed meeting as the subject matters being considered concern labour relations.*

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**05-90 Adoption of Closed Meeting Actions**

*Moved by Councillor Cowbourne, seconded by B. Booth, and carried:*

*That the Toronto Public Library Board adopt the actions taken in the April 4, 2005 Closed meeting.*

**05-91 Adjournment**

*Moved by O. Lawrence, seconded by Councillor Cowbourne, and carried:*

*That the April 4, 2005 Toronto Public Library Board meeting be adjourned.*

The meeting ended at 7:50 p.m.

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