

Toronto Public Library Board

Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.

Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Members Present:

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

Regrets:

Ms. Louise Aspin
Councillor Gay Cowbourne

06-046 Call to Order

Bill Booth called the meeting to order at 6:00 p.m.

06-047 Approval of Agenda

*Moved by K. Gallagher Ross, seconded by G. Mason, and carried:
That the agenda, as revised to move Agenda Items No. 16 – Audit Results-Year Ended December 31, 2005–Toronto Public Library Board; No. 17 – Audited 2005 Financial Statements–Toronto Public Library Board; and No. 18 – Audited 2005 Financial Statements–Trust Funds of the Toronto Public Library Board to the beginning of the meeting to ensure that the Auditor is available, be approved.*

06-048 Declarations of Interest

There were no declarations of interest by members of the Library Board.

Toronto Public Library Board

Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.

Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Item for Information:

06-049 Audit Results – Year Ended December 31, 2005 –

Toronto Public Library Board

Larry Hughsam, Director, Finance and Treasurer, introduced Diana Brouwer, Principal, Ernst & Young in attendance to answer questions concerning the 2005 Audit Results and the 2005 Audited Financial Statements.

*Moved by M. Ghandikota, seconded by K. Gallagher Ross, and carried:
That the Toronto Public Library Board receive the report on Ernst & Young's
Audit Results – Year Ended December 31, 2005 – Toronto Public Library Board
for information.*

Items for Approval:

06-050 Audited 2005 Financial Statements – Toronto Public Library Board

*Moved by M. Ghandikota, seconded by K. Gallagher Ross, and carried:
That the Toronto Public Library Board approve the Audited 2005 Financial
Statements – Toronto Public Library Board.*

06-051 Audited 2005 Financial Statements – Trust Funds of the Toronto Public Library Board

*Moved by K. Gallagher Ross, seconded by M. Ghandikota, and carried:
That the Toronto Public Library Board approve the Audited 2005 Financial
Statements – Trust Funds of the Toronto Public Library Board.*

06-052 Approval of February 20, 2006 Toronto Public Library Board Meeting Minutes

*Moved by K. Gallagher Ross, seconded by Councillor Stintz, and carried:
That the minutes of the February 20, 2006 Toronto Public Library Board
meeting be approved.*

06-053 Business Arising

There were no Business Arising items at the April 18, 2006 meeting.

Toronto Public Library Board**Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

06-054 Chair's Report

- (1) Highlights from *Keep Toronto Reading* at the Toronto Public Library in February included innovative programming, new sponsoring partners, an awareness campaign, a web site that received almost half-a-million visits, and TPL's first gala *Book Lover's Ball*. The Foundation's system-wide toonie fundraising effort scheduled in conjunction with *Keep Toronto Reading* resulted in \$40,000 in contributions along with close to \$2,000 raised at *Lit Lunches* sponsored by Starbucks.
- (2) The month of March was dominated by March Break programming. Across the city, 311 Library programs were attended by 19,000 children and youth, resulting in an increase of 6.2 percent in 2006. Also during March Break, TPL's remodeled portal on the web site – *Kids' Space* – was launched.
- (3) The one-ton cast bronze owl at the entrance to the Beaches Branch was recently named *Wordsworth*. Katherine Schlieper, a local resident, won the contest to officially name the owl.
- (4) The launch of the *Toronto Festival of Storytelling* in the Toronto Reference Library Atrium on March 31 was a great success with a capacity crowd of 300. One of the featured storytellers was former TPL librarian Rita Cox. The Library's Storyteller-in-Residence, Dan Yashinsky and Children and Youth Advocate for Library Services, Ken Settingington, also participated in the event.
- (5) On April 1, TPL launched its first online book club *Book Buzz*; the Library's latest way of supporting literary culture in Toronto. It is expected to attract those who cannot, or do not, attend traditional book club meetings. This month's book is *A Complicated Kindness* by Miriam Toews.
- (6) The Library's Bookmobile Service received media coverage on April 5 from OMNI News in Cantonese. The Toronto Star plans to do a photo essay on the service in the next few weeks.
- (7) The current exhibit in the TD Gallery at the Toronto Reference Library – *Setting the Stage: 20 Years of Design for Opera Atelier* – runs to the end of April. Capitalizing on the exhibit, the Foundation is hosting a reception and exhibit viewing for Literary Circle donors on Friday, April 21.
- (8) Lionel Basil Davis, who spent seven years in prison with Nelson Mandela, will be speaking at York Woods, Malvern and Cedarbrae branches this month as part of the Library's 2006 Teen Speakers Series. Board member Okeima Lawrence will be introducing Mr. Davis at the Malvern event.
- (9) The spring Author Series continues at TRL and North York Central with Susan Musgrave, Claire Mowat, Linwood Barclay, Joseph Boyden and more. Joseph Boyden did much of the research for his national bestseller, *Three Day Road*, at the Toronto Reference Library.

Toronto Public Library Board**Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Chair's Report

- (10) The spring On Stage series starts on Friday, April 21, in the TRL Atrium; the series will run for four weeks. The first event is *Set the Stage* with Marshall Pynkoski, co-artistic director of Opera Atelier. It will include excerpts from the Opera's upcoming production of Orfeo. The remainder of the On Stage series includes comedian Robin Duke; films from the 2006 Images Festival; and TVO's Paula Todd interviewing writer/actor Susan Coyne.
- (11) On April 26, TPL will host an evening of appreciation for its volunteers at the York Woods Branch with special guest speaker Mike Filey, author of more than a dozen books about Toronto's history.
- (12) In recognition of Asian Heritage Month in May, a number of programs will be presented across the system for adults, teens and children. A gala launch will take place at the Palmerston Branch on May 4.
- (13) TPL will be submitting a Statement of Interest to co-host the *2007 Partners for Successful Cities: The Changing Face of Urban Communities Conference* in Toronto with the Urban Libraries Council (ULC). ULC is a membership organization of North America's premier public library systems and the corporations that serve them; TPL is a member. Conferences have been held in Chicago and Boston in the past.

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

06-055 Presentations

There were no Presentations at the April 18, 2006 meeting.

06-056 Communications

*Moved by K. Gallagher Ross, seconded by G. Mason, and carried:
That the Toronto Public Library Board:*

- (1) *receive Communication Items (a), (b), (d) and (e) for information; and*
 - (a) *Letter to Shirley Hoy, City Manager, City of Toronto, dated March 23, 2006, from William Booth, Chair, Toronto Public Library Board, requesting that the Library Board's request that the City of Toronto make every effort to appoint a citizen representative as a youth representative to the Board be forwarded to the relevant Committee of Council for consideration.*

Toronto Public Library Board**Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Communications - continued

- (b) *Letter to Shirley Hoy, City Manager, City of Toronto, dated March 23, 2006, from William Booth, Chair, Toronto Public Library Board, requesting that the City's process of Board member appointments be made in a timely method.*
 - (d) *Letter to William Booth, Chair, Toronto Public Library Board, dated April 3, 2006, from Paula Fletcher, City of Toronto Councillor and (Chair, Nominations Committee), acknowledging receipt of letters dated March 23, 2006 [see Communication Items (a) and (b)].*
 - (e) *Letter to all Toronto Public Library's library services volunteers, dated April 13, 2006, from William Booth, Chair, Toronto Public Library Board, expressing appreciation during Volunteer Appreciation Week for the active support of volunteers to the programs, services and collections of the Toronto Public Library.*
- (2) *request staff to express the Toronto Public Library Board's support of the Federation of Canadian Municipalities proposal to the Minister of Finance and the Minister of State, Infrastructure and Communities, as requested by the Regina Public Library [re: Communication Item (c)]:*
- (c) *Letter to William Booth, Chair, Toronto Public Library Board, dated March 24, 2006, from Darlene Hincks, Chair, and Elaine Kivisto, Deputy Chair, Regina Public Library Board, requesting support for the Federation of Canadian Municipalities' (FCM) proposal of the establishment of a new National Infrastructure Program for urban communities.*

Items for Information:**06-057 Kids' Space – Verbal**

Katherine Palmer, District Manager, and Kathy Scardellato, Manager, Virtual Reference Library, provided the Board with a demonstration of the completely redesigned children's *Kids' Space* on the Library's web site.

Moved by K. Gallagher Ross, seconded by M. Church, and carried:

That the Toronto Public Library Board receive the Kids' Space demonstration for information.

Toronto Public Library Board**Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

06-058 Requests for Reconsideration of Library Materials – 2005 Annual Report

*Moved by M. Ghandikota, seconded by K. Gallagher Ross, and carried:
That the Toronto Public Library Board receive the Requests for
Reconsideration of Library Materials – 2005 Annual Report for information.*

06-059 Annual Performance Measures - 2005

*Moved by K. Gallagher Ross, seconded by Councillor Rae, and carried:
That the Toronto Public Library Board receive the Annual Performance
Measures – 2005 report for information.*

06-060 *Urban Stories: The Next Chapter* – Toronto Public Library’s Strategic Plan – 2005 Achievements and 2006 Work Plan

*Moved by K. Gallagher Ross, seconded by M. Ghandikota, and carried:
That the Toronto Public Library Board receive Urban Stories: The Next
Chapter – Toronto Public Library’s Strategic Plan 2005 Achievements and
2006 Work Plan for information.*

06-061 *Best Generation Yet: Progress Report and Toronto Youth Strategy*

*Moved by K. Gallagher Ross, seconded by G. Mason, and carried:
That the Toronto Public Library Board receive the Best Generation Yet:
Progress Report and Toronto Youth Strategy reports for information.*

06-062 *Keep Toronto Reading – Verbal*

Katherine Palmer, Acting Director, Marketing and Communications, and Heather Rumball, President, Toronto Public Library Foundation, outlined for the Board the success of the Library’s first Keep Toronto Reading program in relation to its marketing & advocacy, programming and fundraising goals.

*Moved by K. Gallagher Ross, seconded by G. Mason, and carried:
That the Toronto Public Library Board receive the Keep Toronto Reading
verbal report for information.*

Toronto Public Library Board**Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

06-063 Fleet Operation Review*Moved by G. Mason, seconded by M. Ghandikota, and carried:**That the Toronto Public Library Board receive the Fleet Operation Review report, and forward it to the City's Audit Committee.***Items for Approval:**

The Board agreed to move forward on the agenda, Item #20 – *Naming of the Black and Caribbean Heritage Collection at Toronto Public Library*, to ensure Okeima Lawrence's attendance for discussion of the item.

06-064 Naming of the Black and Caribbean Heritage Collection at Toronto Public Library*Moved by M. Church, seconded by O. Lawrence, and carried:**That Toronto Public Library Board approve the naming of the Black and Caribbean Heritage Collection at Toronto Public Library "Rita Cox Black and Caribbean Heritage Collection".***06-065 2006 Operating Budget - Adoption***Moved by M. Ghandikota, seconded by G. Mason, and carried:**That the Toronto Public Library Board adopt the 2006 operating budget as approved by City Council on March 30, 2006, which reflects gross expenditures of \$158.329 million and revenues of \$13.638 million, resulting in a net budget of \$144.691 million comprised of:*

<u>Service:</u>	<u>Gross</u> <u>(\$000's)</u>	<u>Net</u> <u>(\$000's)</u>
Library Services	152,845.9	139,408.3
Library Administration	<u>5,482.8</u>	<u>5,282.8</u>
Total Budget	<u>158,328.7</u>	<u>144,691.1</u>

Toronto Public Library Board**Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

06-066 Information Technology Disaster Recovery Plan

Ron Dyck, Director, Information Technology and Bibliographic Services, outlined the key elements of the Information Technology Disaster Recovery Plan for the Board.

Moved by K. Gallagher Ross, seconded by M. Ghandikota, and carried:

That:

- (1) *the Toronto Public Library Board approve, in principle, the implementation of recommended safeguards to reduce site-survival risk to “very low”;*
- (2) *staff prepare detailed costing for the 2007 capital and operating budgets of the recommended safeguards; and*
- (3) *staff implement the recommended disaster recovery practices and procedures.*

06-067 Morningside Branch – Adjustment to Branch Open Hours

Moved by K. Gallagher Ross, seconded by M. Ghandikota, and carried:

That the Toronto Public Library Board approve the changes in branch open hours for the Morningside Branch as outlined in Attachment 1.

06-068 Heating, Ventilation and Air Conditioning System at Richview Branch – Award of Tender

Moved by G. Mason, seconded by K. Gallagher Ross, and carried:

That:

- (1) *the Toronto Public Library Board award a contract to the lowest bidder, Prestige Mechanical Ltd., for the replacement of the heating, ventilation, and air conditioning system at Richview Branch at a cost of \$561,750, which includes Goods and Services Tax of \$36,750; and*
- (2) *the appropriate Library officials be authorized and directed to take the necessary action to give effect thereto.*

06-069 Richview Branch – Closure for Repairs

Moved by K. Wilson, seconded by K. Gallagher Ross, and carried:

That the Richview Branch be closed for approximately four months to allow for the replacement of the HVAC system.

Toronto Public Library Board

Meeting No. 3: Tuesday, April 18, 2006, from 6:00 p.m. to 9:10 p.m.

Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

06-070 Other Business

There were no Other Business items for the April 18, 2006 meeting.

06-071 Closed Meeting

At 7:50 p.m., it was:

Moved by K. Gallagher Ross, seconded by M. Ghandikota, and carried:

That the Toronto Public Library Board conduct a Closed meeting as the subject matters being considered concern personal matters about identifiable individuals.

06-072 Adoption of Closed Meeting Actions

Moved by G. Mason, seconded by K. Gallagher Ross, and carried:

That the Toronto Public Library Board adopt the actions taken in the April 18, 2006 Closed meeting.

06-073 Adjournment

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

That the April 18, 2006 Toronto Public Library Board meeting be adjourned.

The meeting ended at 9:10 p.m.

Signed: _____