

Toronto Public Library Board

**Meeting No. 6: Monday, May 28, 2001, from 6:00 p.m. to 8:25 p.m.
Board Room, 789 Yonge Street, Toronto**

Members Present:

Ms. Gillian Mason (Chair)
Mr. Rick Goldsmith (Vice-Chair)
Mr. William Booth
Mr. Meyer Brownstone
Ms. Lillian Knight
Councillor Denzil Minnan-Wong*
Mr. Mark Nightingale
Councillor Jane Pitfield*
Councillor Kyle Rae*
Ms. Marjorie Stephenson
Mr. Mitchell Weisberg

Regrets:

Councillor Maria Augimeri
Councillor Olivia Chow
Councillor Mike Feldman
Councillor Joe Mihevc

* for part of the meeting only

Staff Present:

Ms. Josephine Bryant, City Librarian
Ms. Anne Bailey, Director, South Region
and Acting Director, Human Resources
Ms. Suzanna Birchwood, Director,
Marketing & Communications
Ms. Jennifer Blunt, Director, Development
Ms. Vickery Bowles, Director, East Region
Ms. Nancy Chavner, Director, West Region
Mr. Ron Dyck, Director, Information
Technology & Bibliographic Services
Ms. Linda Mackenzie, Director,
Research and Reference
Mr. David Reddin, Director, North Region
Mr. Larry Hughsam, Acting Director,
Administration
Mr. Bruce Barnett, Senior Manager, Facilities
Mr. Dan Keon, Senior Manager, Human
Resources
Ms. Elizabeth Glass, Manager, Planning
And Development

01-75 Call to Order

The meeting was called to order by Rick Goldsmith at 6:00 p.m.

00-76 Election of Chair of the Board

For the purpose of the election, the City Librarian assumed the Chair in her role as Secretary to the Board. She called for nominations for the Chair of the Toronto Public Library Board for May – December 2001.

*Moved by R. Goldsmith, seconded by M. Nightingale:
That Gillian Mason be nominated for Chair.*

Gillian Mason agreed to stand for election.

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Election of Chair of the Board – continued

Moved by M. Stephenson, seconded by M. Weisberg, and carried:
That nominations be closed.

The City Librarian declared Gillian Mason duly elected Chair of the Toronto Public Library Board for 2001 by acclamation.

Gillian Mason assumed the Chair.

00-77 Election of Vice-Chair of the Board

The Chair called for nominations for the Vice-Chair of the Toronto Public Library Board for May – December 2001.

Moved by M. Weisberg, seconded by Councillor Rae:
That Rick Goldsmith be nominated for Vice-Chair.

Rick Goldsmith agreed to stand for election.

Moved by M. Nightingale, seconded by M. Weisberg, and carried:
That nominations be closed.

The Chair declared Rick Goldsmith duly elected Vice-Chair of the Toronto Public Library Board for 2001 by acclamation.

01-78 Approval of Agenda

Moved by M. Brownstone, seconded by M. Stephenson, and carried:
That the agenda be approved.

01-79 Declarations of Interest

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

01-80 Approval of March 26, 2001 Toronto Public Library Board Meeting Minutes

Moved by R. Goldsmith, seconded by M. Weisberg, and carried:
That the minutes of the March 26, 2001 Toronto Public Library Board meeting be approved.

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01-81 Approval of May 14, 2001 Toronto Public Library Board Special Meeting Minutes*Moved by Councillor Rae, seconded by M. Weisberg, and carried:**That the minutes of the May 14, 2001 Toronto Public Library Board Special meeting be approved.***01-82 Business Arising**

There was no business arising.

01-83 Presentation

Christina Duckworth-Pilkington, Chair, Library Division, Toronto Civic Employees' Union – Local 416, distributed a letter to the Board regarding contracting out of cleaning and landscaping services at the Toronto Public Library. Ms. Duckworth-Pilkington outlined the union's concerns regarding the contracting out of landscaping services in the South Region and the contracting out of the remaining cleaning services at 281 Front Street East, Deer Park, Northern District, Lillian H. Smith and Toronto Reference libraries. She advised that a meeting has been scheduled between the union and management to discuss the matter.

Dan Keon, Senior Manager, Human Resources, provided the Board with background information regarding the Board's 1999 decision to contract out landscaping and cleaning services.

After discussion it was requested that management staff report to the Board on the outcome of the meeting with the union.

01-84 Communications – April 30, 2001 Board Meeting*Moved by M. Weisberg, seconded by M. Nightingale, and carried:**That the Toronto Public Library Board:*

- (1) *Receive Communications Items (a) – (d) for information; and that*
- (2) *Communications Item (e) be considered In Camera as the subject relates to collective bargaining issues.*

(a) *Letter from Donald A. Obonsawin, Deputy Minister, Ministry of Tourism, Culture and Recreation, dated March 26, 2001, to Josephine Bryant, City Librarian, Toronto Public Library, congratulating the Toronto Public Library on the launch of NewsConnect.*

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Communications – April 30, 2001 Board Meeting - continued

- (b) *Memo from Councillor Sherene Shaw, Scarborough Agincourt, Ward 39, dated March 26, 2001 to Councillor David Shiner, Chair and Members of the Budget Advisory Committee forwarding a copy to Rick Goldsmith, Chair, Toronto Public Library Board, regarding the impact of Library budget cutbacks specifically to the Steeles Neighbourhood Branch Library.*
- (c) *Letter from Volunteers at the LINK Community Information and Referral Service, North York Central Library, dated April 16, 2001, to Rick Goldsmith, Chair, Toronto Public Library Board, expressing concern about the loss of community information and referral service for the North York community with the closure of the LINK office in the summer of 2001.*
- (d) *Letter from Rick Goldsmith, Chair, Toronto Public Library Board, dated April 23, 2001, to LINK Community Information and Referral Service Volunteers, North York Central Library, in response to their letter dated April 16, 2001 regarding the Toronto Public Library's decision to close the LINK office at the end of June 2001.*
- (e) *Letter from Brian Cochrane, President, Toronto Civic Employees Union – Local 416 CUPE, dated April 17, 2001, outlining a proposal with respect to the Toronto Public Library budget.*

01-85 Communications – May 28, 2001 Board Meeting

Moved by R. Goldsmith, seconded by M. Brownstone, and carried:

That the Toronto Public Library Board:

- (1) *Refer Communications Item (a) to staff for response.*
 - (a) *Electronic letter from John F. Wilson, dated April 28, 2001, to the Toronto Public Library Board, regarding the Library's budget situation.*

The Board suggested that staff meet with Mr. Wilson to discuss a strategy for communicating with the public and City Councillors throughout the budget process.

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Items for Information:

01-86 Toronto Public Library Foundation – Update and 2001 Business Plan

The Chair introduced and welcomed Richard Boxer, Chair, Toronto Public Library Foundation on behalf of the Toronto Public Library Board.

Mr. Boxer provided the Board with details about the Foundation's activities including:

- (a) Financial information for the year ending December 31, 2000;
- (b) Highlights of 2000;
- (c) Fundraising priorities and business plans for 2001 including strategic issues, goals and targets; and
- (d) Capital Campaign Planning.

Moved by M. Weisberg, seconded by W. Booth, and carried:

That:

- (1) *The Toronto Public Library Board receive the verbal Toronto Public Library Foundation Update and 2001 Business Plan for information, and that*
- (2) *The Board's appreciation be expressed to Mr. Richard Boxer.*

Richard Boxer was acknowledged for his invaluable contribution to the Toronto Public Library Foundation Board as Founding Chair, 1997 – 2000. Mr. Boxer will continue as a member of the Foundation Board.

01-87 Toronto Public Library's Annual Performance Measures 2000

Elizabeth Glass, Manager, Planning and Development, presented the Board with an overview of the 2000 Annual Performance Measures.

Moved by M. Weisberg, seconded by R. Goldsmith, and carried:

That the Toronto Public Library Board receive the Toronto Public Library's Annual Performance Measures 2000 report for information.

Staff were requested to provide the Board with additional information regarding multicultural collections as well as information concerning Canadian authors and publishers in the collections.

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01-88 Service Harmonization Update

*Moved by R. Goldsmith, seconded by L. Knight, and carried:
That the Toronto Public Library Board receive the Service Harmonization
Update report for information.*

01-89 Kids @ Computers Scholarship Pilot Project

*Moved by R. Goldsmith, seconded by M. Weisberg, and carried:
That the Toronto Public Library Board receive the Kids @ Computers
Scholarship Pilot Project report for information.*

01-90 Bayview Neighbourhood Branch Library – Alternative Location

*Moved by Councillor Minnan-Wong, seconded by R. Goldsmith, and carried:
That the Toronto Public Library Board receive the Bayview Neighbourhood
Branch Library – Alternative Location report for information.*

Items for Approval:**01-91 2001 Operating Budget**

*Moved by R. Goldsmith, seconded by M. Weisberg, and carried:
That the Toronto Public Library Board adopt the 2001 Operating Budget as
approved by City of Toronto Council which reflects gross expenditures of
\$122.763 million and revenues of \$12.498 million resulting in a net budget of
\$110.265 million.*

01-92 2001 Capital Budget

*Moved by R. Goldsmith, seconded by M. Nightingale, and carried:
That the Toronto Public Library Board adopt the 2001 Capital Budget of
\$12.025 million gross and \$11.325 million net as approved by City of Toronto
Council.*

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01-93 Audited 2000 Financial Statements of the Toronto Public Library Board*Moved by M. Weisberg, seconded by M. Brownstone, and carried:**That the Toronto Public Library Board approve the Audited 2000 Financial Statements of the Toronto Public Library Board.***01-94 Audited 2000 Financial Statements – Trust Funds of the Toronto Public Library Board***Moved by W. Booth, seconded by R. Goldsmith, and carried:**That the Toronto Public Library Board approve the Audited 2000 Financial Statements for the Trust Funds of the Toronto Public Library Board.***Item for Information:****01-95 Toronto Public Library Trust Funds – Management Letter***Moved by M. Weisberg, seconded by R. Goldsmith, and carried:**That the Toronto Public Library Board receive the Toronto Public Library Trust Funds – Management Letter for information.***Items for Approval:****01-96 Lease Extension Agreement – Morningside Neighbourhood Branch Library***Moved by M. Stephenson, seconded by Councillor Pitfield, and carried:**That the Toronto Public Library Board approve a lease extension for the Morningside Neighbourhood Branch Library with Palmar Holdings Limited and Sun Life Assurance Company for a period of two (2) years at an annual lease cost of \$184,590 which includes common area maintenance and GST. As a result of losing a major tenant in this mall, the Landlord is currently reviewing other possible options and is only willing to issue a two (2) year extension.***01-97 Occupational Health & Safety Policy***Moved by R. Goldsmith, seconded by M. Brownstone, and carried:**That the Toronto Public Library Board adopt the Occupational Health and Safety Policy and that the policy replace the previous health and safety policies of the former Boards of East York, Etobicoke, Metropolitan Toronto, North York, Scarborough, Toronto and York.*

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01-98 Vacation Policy

Moved by R. Goldsmith, seconded by M. Nightingale, and carried:

That the Toronto Public Library Board adopt the Vacation Policy for non-union employees with an implementation date retroactive to January 1, 2001, and that the policy replace the previous vacation policies for non-union employees of the former Boards of East York, Etobicoke, Metropolitan Toronto, North York, Scarborough, Toronto and York.

01-99 Designated Holidays and Floating Holidays Policy

Moved by M. Brownstone, seconded by M. Weisberg, and carried:

That the Toronto Public Library Board adopt the Designated Holidays and Floating Holidays Policy for non-union employees with an implementation date retroactive to January 1, 2001, and that the policy replace the previous policies for non-union employees of the former Boards of East York, Etobicoke, Metropolitan Toronto, North York, Scarborough, Toronto and York.

01-100 New TPL Logo

Moved by M. Brownstone, seconded by M. Weisberg, and carried:

That the Toronto Public Library Board:

- (1) *Review and approve the logo selected by the Creative Committee as the Toronto Public Library's official new logo;*
- (2) *Register an official mark for the new TPL logo; and*
- (3) *Direct staff to bring forward a detailed strategy on a visual identity launch and implementation including application guidelines at a future Board meeting.*

01-101 Toronto Public Library Celebrates Reading Award

Moved by R. Goldsmith, seconded by M. Brownstone, and carried:

That the Toronto Public Library Board approve the creation of an annual Toronto Public Library Celebrates Reading Award to recognize the contributions made to the enjoyment of reading for the people of Toronto.

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01-102 TPL Board Meeting Location

Moved by R. Goldsmith, seconded by Councillor Pitfield, and carried:

That the Toronto Public Library Board defer the discussion of the location of Board meetings to the next meeting of the Toronto Public Library Board.

A Notice of Motion to relocate the Toronto Public Library Board meetings to City Hall will be made at the June 25, 2001 Board meeting.

01-103 Other Business

There was no other business.

01-104 In Camera Meeting

At 7:55 p.m. it was:

Moved by M. Weisberg, seconded by R. Goldsmith, and carried:

That the Toronto Public Library Board meet In Camera due to the discussion of subjects being considered where the Board is of the opinion that intimate financial matters and/or personal matters may be disclosed at the meeting.

01-105 Moved by R. Goldsmith, seconded by M. Weisberg, and carried:

That the Library Board adopt the actions taken in the In Camera session.

01-106 Adjournment

Moved by M. Nightingale, seconded by L. Knight, and carried:

That the Toronto Public Library Board meeting be adjourned.

The meeting ended at 8:25 p.m.

Signed: _____