



## MINUTES

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### Toronto Public Library Board

Meeting No. 9: Monday, October 29, 2001, from 6:03 p.m. to 8:53 p.m.

Toronto City Hall, Committee Room #1, 100 Queen Street West, Toronto

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#### Members Present:

Ms. Gillian Mason (Chair)  
Mr. Rick Goldsmith (Vice-Chair)  
Councillor Olivia Chow\*  
Mr. William Booth  
Mr. Meyer Brownstone  
Councillor Mike Feldman  
Ms. Lillian Knight  
Councillor Joe Mihevc  
Councillor Denzil Minnan-Wong\*  
Mr. Mark Nightingale  
Councillor Jane Pitfield  
Ms. Marjorie Stephenson  
Councillor Kyle Rae\*

#### Regrets:

Councillor Maria Augimeri  
Mr. Mitchell Weisberg

\* 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. Vickery Bowles, Director, East Region  
Mr. Ron Dyck, Director, Information  
Technology & Bibliographic Services  
Ms. Linda Mackenzie, Director,  
Research and Reference  
Ms. Jane Pyper, Director, Service Planning &  
Support  
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

### 01-158 Call to Order

The meeting was called to order by Gillian Mason at 6:03 p.m.

### 01-159 Approval of Agenda

*Moved by Councillor Rae, seconded by R. Goldsmith, and carried:*

*That the agenda be revised at Councillor Chow's request that Item #'s 12, 13  
and 17 be moved to the end of the agenda to accommodate her unavoidable late  
arrival at the meeting.*

### 01-160 Declarations of Interest

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

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**01-161 Approval of September 24, 2001 Toronto Public Library Board Meeting Minutes**

*Moved by W. Booth, seconded by R. Goldsmith, and carried:*

*That the minutes of the September 24, 2001 Toronto Public Library Board meeting be approved.*

**01-162 Business Arising**

There was no business arising.

**01-163 Presentations**

There were no public presentations.

**01-164 Communications**

A communication item was tabled by Local 416 C.U.P.E. It was:

*Moved by R. Goldsmith, seconded by Councillor Mihevc, and carried:*

*That the Toronto Public Library Board discuss Communications Item (a) under Agenda Item #18 – Attendance Management Program:*

(a) *Letter from Christina Duckworth-Pilkington, Chair, Library Division, Toronto Civic Employees Union, Local 416 C.U.P.E., dated October 29, 2001, requesting that approval of the Attendance Management Program at the October 29, 2001 meeting of the Toronto Public Library Board be deferred to the November Board meeting.*

**01-165 Chair's Report**

The Chair reported the following regarding Library activities:

- (a) TPL's new web site was launched on October 12, 2001 during Ontario Public Library Week. Two new Virtual Reference Library gateways were also introduced: *SmallbizXpress* and *Historicity: Toronto Then and Now*.
- (b) The first Performing Arts Lecture Series event with Richard Bradshaw, General Director, Canadian Opera Company on September 28th was a great success. On November 16th, Theatre Designer, Teresa Przybylski will speak at the Toronto Reference Library. Patricia Rozema, Film Director, is the special guest for the November 30th event.

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**Chair's Report (continued)**

- (c) The TPL Foundation's second annual gala fundraising luncheon – *A Novel Afternoon* – was held on October 14, 2001. The amount of \$55,000 was raised in support of children's literacy and the Library's Osborne Collection of Early Children's Books. At the event, *Franklin the Turtle* creators Paulette Bourgeois and Brenda Clark were presented with the first annual *TPL Celebrates Reading* award.
- (d) The Library is partnering with *First Night*, the alternative to New Year's revelry, by selling admission buttons in Library branches. One dollar from each \$10.00 admission will go to children's services at TPL.
- (e) The Library's 2000 Annual Report is ready for distribution. The artwork featured on the covers of the report is from TPL's Special Collections.

It was:

***Moved by R. Goldsmith, seconded by M. Brownstone, and carried:***  
***That the Chair's Report be received for information.***

**01-166 Notice of Amendment to Section 20 of the Toronto Public Library Board  
Procedural By-law**

Meyer Brownstone questioned the use of the “new business” wording included in Section 20 of the Toronto Public Library Board Procedural By-law concerning the Agenda. The issue was referred back to staff for clarification with the City’s Legal Department.

**01-167 Notice of Amendment to Section 36 of the Toronto Public Library Board  
Procedural By-law**

**Moved by:** Gillian Mason

**Seconded by:** Rick Goldsmith

**“WHEREAS** there are no provisions in the Toronto Public Library Board Procedural By-law (the “By-law”) addressing reconsideration of a matter without notice; and

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**Notice of Amendment to Section 36 of the Toronto Public Library Board  
Procedural By-law (continued)**

**WHEREAS** it is desirable for such provisions to be included in the By-law;  
**NOW THEREFORE BE IT RESOLVED THAT** section 36 of the By-law be amended to revise subsection 1(2) and to include a new section 2 as set out below, so that section 36 of the By-law will read as follows:

- .1 After the result of the vote is announced, any Member who voted with the majority may move a motion to reconsider:
  - .1 at the same meeting; or
  - .2 may give notice of a motion to reconsider the matter at any subsequent meeting.No discussion of the matter will be allowed until the motion to reconsider has carried.
- .2 The motion to reconsider introduced by notice of motion will not be considered by the Board unless the notice was given at a previous meeting of the Board, except that the Board may dispense with the requirement for notice on the affirmative vote of at least two-thirds of the members present and voting
- .3 No matter will be reconsidered more than once in a twelve-month period.”

**Moved by Councillor Mihevc, seconded by R. Goldsmith, and carried:**  
**That the Toronto Public Library Board receive for information the Notice of Amendment to Section 36 of the Toronto Public Library Board Procedural By-law.**

**Items for Information:****01-168 Operating Budget Monitoring Report – September 30, 2001**

**Moved by Councillor Feldman, seconded by M. Nightingale, and carried:**  
**That the Toronto Public Library Board receive for information the Operating Budget Monitoring Report – September 30, 2001.**

**Items for Approval:****01-169 2002-2006 Capital Program**

**Moved by M. Brownstone, seconded by R. Goldsmith, and carried:**  
**That the Toronto Public Library Board approve the 2002 – 2006 Capital Budget submission.**

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**2002 – 2006 Capital Program (continued)**

The City Librarian outlined for the Board the details of the 2002 – 2006 Capital Budget submission to the City.

After discussion, it was:

***Moved by Councillor Mihevc, seconded by Councillor Feldman, and carried:***  
***That staff report on the status of barrier free access at Toronto Public Library buildings for the Board's review.***

**01-170 2002 Operating Budget**

***Moved by Councillor Chow, seconded by R. Goldsmith, and carried:***  
***That the Toronto Public Library Board:***

1. *Adopt and forward the 2002 Requested Base Budget submission to the City for discussion and consideration. The 2002 Requested Base Budget of \$116.646 million represents a 3.9 percent increase over the adjusted base budget; and*
2. *Approve and forward the request for the 2002 New/Enhanced Service Change Budget, to the City for discussion and consideration. These new enhanced services were requested by Council last year and total \$0.492 million which represents a 0.4 percent increase to the budget; and*
3. *Receive the Adjustment to the 2001 Budget Level for information only and forwarding to the City, indicating that the Library Board does not support the reductions.*

The City Librarian presented to the Board the 2002 Operating Budget submission to the City.

As the result of discussion, it was:

***Moved by Councillor Chow, seconded by Councillor Pitfield, and carried:***  
***That:***

1. *The financial expenditures incurred by the Toronto Public Library Board that were initiated by the City of Toronto relating to services that are no longer provided, additional charges for real estate, and the delay of the Library's SAP computer system implementation be itemized; and that*  
*City of Toronto staff be requested to incorporate these expenditures into the Library's base budget; and*

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**2002 Operating Budget (continued)**

2. *The financial expenditures incurred by the Toronto Public Library Board in connection with amalgamation be itemized; and that Financial support be requested through the City of Toronto's Transition Project Funding; and that*
3. *The Toronto Public Library Board request the City of Toronto to re-examine its decision to lease computer hardware rather than to purchase; and that*
4. *The Toronto Public Library Board request the City of Toronto to assign the funds in the operating budget required for legal advice to "Purchase of Services" rather than to "Consulting"; and that*
5. *Library staff include cost-sharing information relating to the Leading to Reading enhancements in budget discussions with the City; and that*
6. *Staff report to the Board in the Fall of 2002 regarding the impact of the extension of Sunday Service in 2001 with a view to enhancing the service in 2003.*

Staff were further directed to:

- (a) Individually itemize efficiencies achieved by the Library when presenting the budget to the City, including, where possible, the fiscal impact;
- (b) Notify Board members of the schedule of key Budget Advisory Committee meetings throughout the budget process; and
- (c) Examine the feasibility of allocating surplus funds at the end of the budget year to Library materials.

**01-171 Future Directions: *Reinvesting in Our Future: Toronto Public Library Branch Planning Study: September 1999******Moved by Councillor Mihevc, seconded by Councillor Pitfield, and carried:******That:***

1. *The Toronto Public Library Board not proceed with community consultation for branches recommended for closure in the report Reinvesting in Our Future: Toronto Public Library Branch Planning Study Phase Two (St. Clair Silverthorn, Davenport, Queen Saulter, Mount Pleasant and Northern Elms) and Phase Three (Mimico, Humber Bay, Maryvale, Victoria Village); and*

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**Future Directions: *Reinvesting in Our Future: Toronto Public Library Branch Planning Study: September 1999* (continued)**

2. *If the Toronto Public Library Board is required to develop service reduction options for the 2002 operating budget as requested by City Council, that branch closures would be the least preferred option, including those identified in Reinvesting in Our Future: Toronto Public Library Branch Planning Study.*

**01-172 Lobbying Disclosure Policy: Certain Requests for Proposals and Tender/Quotation Calls**

**Moved by Councillor Pitfield, seconded by Councillor Feldman, and carried:**  
**That the Toronto Public Library Board approve the Lobbying Disclosure Policy: Certain Requests for Proposals and Tender/Quotation Calls.**

**01-173 Award of Request for Proposal – Technical Environment Review**

**Moved by R. Goldsmith, seconded by Councillor Mihevc, and carried:**  
**That the Toronto Public Library Board defer approval of the Award of Request for Proposal – Technical Environment Review; and**  
**That a group to include the Board Chair and Vice-Chair, Mark Nightingale, Library and City staff meet to review the request for proposal with respect to the scope and procurement process, and to report to the Board at the November Board meeting.**

**01-174 Auditorium, Meeting Room and Theatre Rental Policy**

**Moved by Councillor Chow, seconded by M. Stevenson, and defeated:**  
**That the Toronto Public Library Board receive and approve the revised Auditorium, Meeting Room and Theatre Rental Policy, implementation and the supporting rate structure with the exception of meeting room rental fees for individuals and groups in designated branches in high needs areas of the City.**

**Moved by R. Goldsmith, seconded by M. Nightingale, and defeated:**  
**That the Toronto Public Library Board receive and approve the revised Auditorium, Meeting Room and Theatre Rental Policy, implementation and the supporting rate structure; and**  
**That the Board review the policy in one year to ensure that the proceeds from the program are cost-recovery only.**

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**Auditorium, Meeting Room and Theatre Rental Policy (continued)**

*Moved by R. Goldsmith, seconded by Councillor Mihevc, and carried:*

*That the Toronto Public Library Board defer approval of the revisions to the Auditorium, Meeting Room and Theatre Rental Policy, implementation and the supporting rate structure for one month; and*

*That staff report to the Board at the November 2001 meeting concerning the financial impact to the Library of alternative meeting room rates for non-profit community groups.*

**01-175 Attendance Management Program**

*Moved by Councillor Mihevc, seconded by M. Brownstone, and carried:*

*That the Toronto Public Library Board defer approval of the Attendance Management Program for employees for one month.*

**01-176 Fraud and Other Similar Irregularities Policy**

*Moved by Councillor Pitfield, seconded by M. Stevenson, and carried:*

*That the Toronto Public Library Board adopt the Fraud and Other Similar Irregularities Policy.*

**01-177 Toronto Public Library Board Meeting Schedule - 2002**

*Moved by Councillor Mihevc, seconded by R. Goldsmith, and carried:*

*That the Toronto Public Library Board meet on the following Mondays in 2002 at 6:00 p.m.:*

*January 21*

*February 4*

*March 4*

*April 8*

*May 13*

*June 24*

*July 15 (if required)*

*September 23*

*October 28*

*November 25*

*December 9*

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**01-178 Other Business**

There was no other business.

**01-179 Adjournment**

*Moved by Councillor Feldman, seconded by M. Brownstone, and carried:  
That the Toronto Public Library Board meeting be adjourned.*

The meeting ended at 8:53 p.m.

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