



MINUTES

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Toronto Public Library Board

Meeting No. 8: Monday, September 23, 2002, from 6:00 p.m. to 6:44 p.m.
Toronto City Hall, Committee Room #4, 100 Queen Street West, Toronto

Members Present:

Ms. Gillian Mason (Chair)
Councillor Maria Augimeri
Mr. Bill Booth
Mr. Meyer Brownstone
Councillor Mike Feldman
Ms. Mizan Ibrahim
Mr. Mark Nightingale
Councillor Kyle Rae
Councillor Jane Pitfield

Regrets:

Councillor Olivia Chow
Mr. Rick Goldsmith (Vice Chair)
Councillor Joe Mihevc
Councillor Denzil Minnan-Wong
Ms. Marjorie Stephenson
Mr. Mitchell Weisberg

02-141 Call to Order

Gillian Mason called the meeting to order at 6:00 p.m. The meeting began at 6:07 p.m. when quorum was achieved.

02-142 Approval of Agenda

It was:

Moved by Councillor Rae, seconded by Councillor Feldman, and carried:
That the agenda be revised to hold only agenda items requiring discussion to ensure a quorum for the meeting.

02-143 Declarations of Interest

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

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02-144 Business Arising

There was no business arising.

02-145 Presentations

There were no presentations.

02-146 The *Chair's Report* was deferred until later in the meeting.**Consideration of Reports****02-147** The following agenda items were held by the Board for further consideration:

- ◆ General Agreement on Trade in Services (GATS) and Public Libraries
- ◆ Internet Service at Toronto Public Library
- ◆ Circulation and Collection Use (including Fees and Fines) Policy

02-148 The following agenda items not held by the Board for further consideration including In Camera Agenda Items were deemed to have been adopted by the Board, without amendment:

Approval of June 10, 2002 Toronto Public Library Board Meeting Minutes
That the minutes of the June 10, 2002 Toronto Public Library Board meeting be approved.

Approval of July 15, 2002 Toronto Public Library Board Special Meeting Minutes

That the minutes of the July 15, 2002 Toronto Public Library Board special meeting be approved.

Communications

That the Toronto Public Library Board refer Communication Item (a) to staff for response:

(a) Letter from David H. Tsubouchi, Chair, Management Board of Cabinet and Minister of Culture, dated July 2, 2002, to Josephine Bryant, City Librarian, expressing appreciation for receipt of *Shelf Life*, the Toronto Public Library's newsletter.

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Operating Budget Monitoring Report – August 31, 2002

That the Toronto Public Library Board receive for information the Operating Budget Monitoring Report – August 31, 2002.

Toronto Public Library – Review of Year-end Spending, Fleet Maintenance, Use of Consultants and Budgets for Maintenance and Repairs – Implementation Plan for Recommendations contained in the City Auditor’s Report (April 9, 2002)

That the Toronto Public Library Board:

- (1) *receive the Toronto Public Library – Review of Year-end Spending, Fleet Maintenance, Use of Consultants, and Budgets for Maintenance and Repairs – Implementation Plan for Recommendations contained in the City Auditor’s Report (April 9, 2002) report for information;*
- (2) *forward this report to the City of Toronto Audit Committee; and*
- (3) *the appropriate Library officials be authorized and directed to take the necessary action to give effect thereto.*

Update on the Allocation of Ontario Works Targets – Incentive Funds received by Toronto Public Library – Kids @ Computers and Teen Zone

That the Toronto Public Library Board receive the report Update on the Allocation of Ontario Works Targets Incentive Funds for information.

Swansea Memorial Branch – Report on Service Changes

That the Toronto Public Library Board receive for information the Swansea Memorial Branch - Report on Service Changes report.

Ontario Public Library Week – 2002

That the Toronto Public Library Board receive for information the Ontario Public Library Week report.

Word on the Street Festival 2002 – Toronto Public Library Booth

That the Toronto Public Library Board receive for information notification of Toronto Public Library’s participation in Word on the Street.

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Policy Governing Land Transactions among City Agencies, Boards, Commissions and Departments and Proceeds from Sale of Surplus City-Owned Real Property**That:**

- (1) *the Toronto Public Library Board provide endorsement of the City of Toronto Policy Governing Land Transactions among City Agencies, Boards, Commissions and Departments and Proceeds from Sale of Surplus City-Owned Real Property adopted by Council at its meeting on June 18, 19, and 20, 2002;*
- (2) *the report be forwarded to the City; and*
- (3) *the appropriate Library officials be authorized and directed to take the necessary action to give effect thereto.*

Kennedy/Eglinton Neighbourhood Branch Library – Lease Renewal**That:**

- (1) *the Toronto Public Library Board approve a lease renewal for the Kennedy/Eglinton Neighbourhood Branch Library with Milford Realty Inc. for a period of five (5) years, commencing September 1, 2002 and expiring August 31, 2007, at an annual base rent cost of \$63,015, plus an estimated annual common area maintenance cost of \$18,840 for a total annual lease cost of \$81,855; and*
- (2) *the appropriate Library officials be authorized and directed to take the necessary action to give effect thereto.*

Woodview Park Neighbourhood Branch Library – Lease Renewal**That:**

- (1) *the Toronto Public Library Board approve a lease renewal for the Woodview Park Neighbourhood Branch Library with S. Strashin & Sons Ltd for a period of five (5) years, commencing June 15, 2002 and expiring June 14, 2007, at an annual base rent cost of \$57,170, plus an estimated annual common area maintenance cost of \$11,960 for a total annual lease cost of \$69,130; and*
- (2) *the appropriate Library officials be authorized and directed to take the necessary action to give effect thereto.*

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Alcohol Policy

That:

- (1) *the Toronto Public Library Board adopt an Alcohol Policy;*
- (2) *the TPL Alcohol Policy come into effect on April 1, 2003 in order that third party liability arrangements may be concluded;*
- (3) *the existing alcohol policies remain in effect until March 30, 2003; and*
- (4) *the appropriate Library officials be authorized and directed to take the necessary action to give effect thereto.*

Approval of June 10, 2002 Toronto Public Library Board In Camera Meeting Minutes

That the minutes of the June 10, 2002 Toronto Public Library Board In Camera meeting be approved.

Approval of July 15, 2002 Toronto Public Library Board Special In Camera Meeting Minutes

That the minutes of the July 15, 2002 Toronto Public Library Board Special In Camera meeting be approved.

02-149

The following agenda items which were held by the Board for further consideration were subsequently adopted without amendment:

Internet Service at Toronto Public Library

That the Toronto Public Library Board:

- (1) *approve changes to the Internet Use Policy;*
- (2) *receive for information the new initiatives in public training, staff training, and automated computer booking outlined in the Internet Service at Toronto Public Library report; and*
- (3) *forward this report to Toronto City Council for information.*

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Circulation and Collection Use (including Fees and Fines) Policy**That:**

- (1) *the Toronto Public Library Board approve the revised wording of the Circulation and Collection Use Policy, and that the revised policy be implemented effective November 2002;*
- (2) *the Toronto Public Library Board approve the following changes to the Fees and Fines Schedule:*
 - (a) *increase the maximum fine rates for adults to \$10.00 per item (currently \$7.00);*
 - (b) *delete the lump sum payment option;*
 - (c) *increase the fee for a replacement card to \$2.00 (currently \$1.00) for adults and \$1.00 for children (currently \$.50);*
 - (d) *increase the daily fine rate for children from \$.05 to \$.10 per overdue item, and the maximum per item to \$4.00 (currently \$2.00);*
 - (e) *introduce a copy card charge of \$1 per card;*
- (3) *the Toronto Public Library Board approve the use of a collection agency to collect unpaid fines and recover materials from adult borrowers when the amount owing is \$50 or more;*
- (4) *an additional \$10 fine be charged to those customers whose accounts are turned over to a collection agency;*
- (5) *the Toronto Public Library Board approve the IntelliSearch fees (Section 8 of the Fees and Fines Schedule); and*
- (6) *the Toronto Public Library Board approve the Photographic and Digital Reproduction and the Digital Design Studio fees (Section 9 of the Fees and Fines Schedule).*

Consideration of Reports Held for Further Consideration**02-150****General Agreement on Trade in Service (GATS) and Public Libraries**

The following amendment [(4)] was made to the recommendation:

Moved by M. Ibrahim, seconded by B. Booth, and carried:

That the Toronto Public Library Board:

- (1) *endorse the Canadian Library Association's (CLA) statement on the World Trade Organization's General Agreement on Trade in Services (GATS) as contained in Resolution 3, passed at the CLA Annual General Meeting held June 22, 2002;*
- (2) *continue to monitor and support the work of the International Federation of Library Associations and Institutions (IFLA) and CLA with respect to GATS; and*

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General Agreement on Trade in Service (GATS) and Public Libraries**(continued)**

- (3) *communicate the Toronto Public Library Board's endorsement of the CLA resolution to Toronto federal Members of Parliament and to the CLA.*
- (4) *investigate methods for the Toronto Public Library Board to educate the public concerning the potential impact of GATS on library services.*

02-151 Chair's Report

Copies of the *Chair's Report* were distributed to Board Members.

02-152 In Camera Meeting

At 6:28 p.m. it was:

Moved by Councillor Rae, seconded by M. Brownstone, 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.

02-153 Adoption of Actions Taken In Camera

Moved by B. Booth, seconded by Councillor Pitfield, and carried:

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

02-154 Adjournment

Moved by B. Booth, seconded by M. Ibrhaim, and carried:

That the Toronto Public Library Board meeting be adjourned.

The meeting ended at 6:44 p.m.

Signed: _____