



6.

MINUTES

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Toronto Public Library Board

Meeting No. 7: Tuesday, September 13, 2011, from 6:10 p.m. to 9:15 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Members Present:

Ms. Eman Ahmed (Chair)
Mr. Adam Chaleff-Freudenthaler (Vice Chair)
Councillor Janet Davis
Ms. Ann Decter
Ms. Tina Edan
Mr. Okeima Lawrence
Councillor Cesar Palacio
Councillor Jaye Robinson
Ms. Kate Wilson

Regrets:

Councillor Sarah Doucette
Ms. Kate Wilson

11-090 Call to Order

Eman Ahmed called the meeting to order at 6:10 p.m.

11-091 Declarations of Conflicts of Interest

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

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11-092 Approval of Agenda*Moved by Councillor Davis, seconded by O. Lawrence, and carried:**That the Toronto Public Library Board approves the agenda as revised to:*

1. *add Presentations under Agenda Item No. 8 from:*

Murray Lumley regarding Agenda Item No. 10 – Core Service Review – City Manager’s Report;

Representatives of Toronto Public Library Workers Union, Local 4948 CUPE regarding Agenda Item Nos:

10 – Core Service Review – City Manager’s Report;

11 – 2011 Capital Budget – Technical Adjustments at June 30, 2011;

16 – Voluntary Separation Program; and

17 – Service Efficiency Update;

2. *move Agenda Item No. 10 – Core Service Review – City Manager’s Report to earlier on the agenda to accommodate a guest in attendance at the meeting for this item;*
3. *move Agenda Item No. 11 – 2011 Capital Budget – Technical Adjustments at June 30, 2011 to immediately after Agenda Item No. 17 – Service Efficiency Update as they are related in subject matter; and*
4. *move confidential Agenda Item No. 15 – Non-Union Compensation – Re-earnable Lump-Sum Payment for 2008 and Agenda Item No. 16 – Voluntary Separation Program; to the end of the agenda to avoid disruption in the public portion of the meeting.*

11-093 Confirmation of June 7, 2011 Toronto Public Library Board Meeting Minutes*Moved by A. Chaleff-Freudenthaler, seconded by O. Lawrence, and carried:**That the Toronto Public Library Board:*

1. *confirms the Minutes of the June 7, 2011 Toronto Public Library Board meeting.*

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11-094 Confirmation of July 26, 2011 Toronto Public Library Board Special Meeting Minutes*Moved by Councillor Ainslie, seconded by Councillor Palacio, and carried:**That the Toronto Public Library Board:*

1. *confirms the Minutes of the July 26, 2011 Toronto Public Library Board Special meeting.*

11-095 Business Arising**(a) New to the Neighbourhood Initiative**

In response to a request for additional information from Okeima Lawrence at the June 7, 2011 meeting, Linda Hazzan, Director, Communications, Programming & Customer Engagement provided the following information:

- i. On Saturday, June 18, 2011, Toronto Public Library branches held open houses in 11 Toronto neighbourhoods to give new residents the opportunity to meet their neighbours, get to know their local library branch, and to sign up for a library card.
- ii. The goals of the campaign were to increase overall library card registration among newcomers to Toronto neighbourhoods around 11 select branches and to increase general awareness and usage of the Library in these select local communities.
- iii. The Toronto Public Library Foundation obtained Canadian Tire as a sponsor contributing \$30,000, which covered all campaign costs, including advertising, production and distribution of promotional materials, and refreshments, signage and entertainment at the 11 events.
- iv. Promotion of the initiative included distribution of a promotional flyer with Toronto Community News newspapers; display ads in various newspapers; point of purchase displays in 13 neighbourhood Canadian Tire stores; information and materials being distributed through library partner organizations, and the Library's website and Social Media.
- v. Approximately 4,000 people attend the events, and the initiative resulted in almost 300 new and renewed card registrations.

*Moved by Tina Edan, seconded by Ann Decter, and carried:**That the Toronto Public Library Board:*

1. *receives the New to the Neighbourhood Initiative verbal report for information.*

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11-096 Core Service Review – City Manager’s Report

The Chair introduced Joseph Pennachetti, City Manager, City of Toronto, in attendance at the meeting to respond to questions regarding the *Core Service Review – City Manager’s Report*.

Jane Pyper, City Librarian, updated the Board on the Core Service Review since the July 26, 2011 Library Board meeting.

Joseph Pennachetti reviewed the process to-date from the City’s perspective and responded to questions.

Moved by Councillor Ainslie, seconded by Councillor Palacio:

That the Toronto Public Library Board:

1. *considers the List of Opportunities identified in the City Manager’s report to Executive Committee, July 21, 2011.*

After considerable discussion, it was:

Moved by Councillor Davis, seconded by Tina Edan, and carried:

That the Toronto Public Library Board:

2. *defers consideration until service efficiency studies are complete and the results are considered by the Board.*

Ms. Ahmed thanked Mr. Pennachetti for his attendance at the meeting.

11-097 Chair’s Report

Moved by O. Lawrence, seconded by A. Chaleff-Freudenthaler, and carried:

That the Toronto Public Library Board:

1. *receives the Chair’s Report for information.*

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11-098 Presentations

Murray Lumley addressed the Board concerning Agenda Item No. 10 – *Core Service Review – City Manager’s Report* (see also Resolution No. 11-099 – *Communications*)

At the request of Maureen O’Reilly, President, Toronto Public Library Workers Union, it was:

Moved by O. Lawrence, seconded by A. Chaleff-Freudenthaler, and carried:
That the Toronto Public Library Board:

1. *extends the time limit for the Union’s presentation to 10 minutes.*

Maureen O’Reilly, President; Brendan Haley, Vice President and Viveca Gretton, Recording Secretary, Toronto Public Library Workers Union, Local 4948 CUPE, addressed the Board concerning the following items:

- Agenda Item No. 10 – *Core Service Review – City Manager’s Report*;
- Agenda Item No. 11 – *2011 Capital Budget – Technical Adjustments at June 30, 2011*;
- Agenda Item No. 16 – *Voluntary Separation Program*; and
- Agenda Item No. 17 – *Service Efficiency Update*.

A copy of the Union’s presentation was distributed at the meeting in a communication dated September 13, 2011. Also distributed by the Union at the meeting was a communication dated September 12, 2011 regarding Valuation of the Toronto Public Library.

Moved by A. Chaleff-Freudenthaler, seconded by T. Edan, and carried:
That the Toronto Public Library Board:

1. *receives the presentations from Murray Lumley and Toronto Public Library Workers Union, Local 4948 CUPE for information concerning Agenda Item Nos: 10 – Core Service Review – City Manager’s Report; 11 – 2011 Capital Budget – Technical Adjustments at June 30, 2011; 16 – Voluntary Separation Program; and 17 – Service Efficiency Update.*

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11-099 Communications

A *Communications* report was distributed at the meeting to include Communications Item (a).

Moved by O. Lawrence, seconded by A. Chaleff-Freudenthaler, and carried:
That the Toronto Public Library Board:

1. *receives the following Communication item for information:*
 - (a) *Communication to the Toronto Public Library Board from Murray Lumley regarding Agenda Item No. 10 – Core Service Review – City Manager’s Report.*

Items for Approval:**11-100 Bayview Branch – Lease Renewal**

Moved by A. Chaleff-Freudenthaler, seconded by Councillor Robinson, and carried:
That the Toronto Public Library Board:

That the Toronto Public Library Board:

1. *approves a lease renewal agreement with Orlando Corporation for:*
 - a. *a four-year term to commence on February 1, 2012 and terminate on January 31, 2016; and*
 - b. *an annual base rent as follows:*
 - b.i) *for year 1 at \$30.00 per square foot for an annual base rent of \$189,990.00, excluding Harmonized Sales Tax;*
 - b.ii) *for years 2 and 3 at \$35.00 per square foot for an annual base rent of \$221,655.00, excluding Harmonized Sales Tax;*
 - b.iii) *for year 4 at \$42.50 per square foot for an annual base rent of \$269,152.50, excluding Harmonized Sales Tax;*
2. *authorizes and directs staff to take the necessary action to give effect thereto.*

11-101 Fort York/Bathurst Branch – Approval to Increase Award for Architect’s Fees

Moved by A. Chaleff-Freudenthaler, seconded by O. Lawrence, and carried:

That the Toronto Public Library Board:

1. *approves increasing the award for architectural services to Kuwabara Payne McKenna Blumberg Architects by an amount of \$232,070, which includes a design contingency of up to \$54,500, for a total cost of up to \$652,070 [excluding Harmonized Sales Tax (HST)]; and*
2. *authorizes and directs appropriate Library staff to take the necessary action to give effect thereto.*

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11-102 Service Efficiency Update***Moved by Councillor Robinson, seconded by O. Lawrence:******That the Toronto Public Library Board:***

1. *receives the Service Efficiency Update report for information; and*

Moved in amendment by Councillor Palacio, seconded by Councillor Ainslie, and carried:***That the Toronto Public Library Board:***

- 1a. *requests the City Librarian to report back to the Board on the service efficiency studies to the next Board meeting.*

Moved in amendment by Councillor Davis, seconded by A. Chaleff-Freudenthaler, and carried:***That the Toronto Public Library Board:***

- 1b. *requests the City Manager to forward to Toronto Public Library the contract, including the terms of reference and scope for the DPRA Canada and other service efficiency studies involving the Library.*

Moved in amendment by Councillor Davis, seconded by A. Chaleff-Freudenthaler, and carried:***That the Toronto Public Library Board:***

- 1c. *requests the City Manager to submit to the Board the results of the service efficiency studies for its consideration prior to the approval of the 2012 budget submission.*

The motion as amended was **carried**.

Moved by Councillor Davis, seconded by A. Chaleff-Freudenthaler, and carried:***That the Toronto Public Library Board:***

2. *requests staff to undertake public consultations with affected communities, if any consolidations/closures, or reduction in hours of service are being considered by the Board.*

Moved by Councillor Davis, seconded by A. Chaleff-Freudenthaler, and carried:***That the Toronto Public Library Board:***

3. *requests the City Librarian to provide information to the Board on the “staffing model” for the Library and information on the impacts of the reduction of positions and service delivery related to the introduction of RFID technology in branches.*

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Service Efficiency Update – continued***Moved by O. Lawrence, seconded by T. Edan, and carried:******That the Toronto Public Library Board:***

4. *declares its full support for all TPL branches to remain open; to maintain open hours and outreach programs as well as its budget for purchasing new materials that maintain a high quality of services; and that a copy of this motion be provided to Toronto City Council and its Executive Committee in time for their respective deliberations on the Core Service Review.*

Recorded Vote Requested:

Yes – 5
Eman Ahmed, Adam Chaleff-Freudenthaler, Councillor Janet Davis, Tina Edan, Okeima Lawrence
No – 2
Councillor Paul Ainslie, Councillor Cesar Palacio

Moved by A. Chaleff-Freudenthaler, seconded by Councillor Davis, and defeated:***That the Toronto Public Library Board:***

5. *reaffirms its commitment to the Open Hours Vision and requests the City Librarian to consider continued implementation of the Open Hours Vision by utilizing self-service technology*

Recorded Vote Requested:

Yes – 3
Adam Chaleff-Freudenthaler, Councillor Janet Davis, Okeima Lawrence
No – 4
Eman Ahmed, Councillor Paul Ainslie, Tina Edan, Councillor Cesar Palacio

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Service Efficiency Update – continued

Moved by A. Chaleff-Freudenthaler, seconded by Councillor Davis, and carried:
That the Toronto Public Library Board:

6. *requests the City Librarian to report to the Board on any opportunities for efficiencies related to combining administrative services with the City of Toronto where economies of scale warrant.*

Recorded Vote Requested:

Yes – 4
Eman Ahmed, Adam Chaleff-Freudenthaler, Councillor
Janet Davis, Tina Edan

Moved by A. Chaleff-Freudenthaler, seconded by Councillor Davis, and defeated:

That the Toronto Public Library Board:

7. *requests the City Librarian to report to the Board as part of the 2012 budget process on the feasibility of adding donation boxes near the entrances of major libraries, like the Toronto Reference Library and North York Central Library, as is done at museums.*

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11-103 2011 Capital Budget – Technical Adjustments at June 30, 2011*Moved by Councillor Ainslie, seconded by O. Lawrence, and carried:**That the Toronto Public Library Board:*

1. *approves adjustments to the approved capital budget and plan, which have no net debt impact, as follows:*
 - a. *transfer \$1.0 million gross and debt from the 2011 Virtual Branch Services project to the 2011 Self-Service Circulation project;*
 - b. *advance \$0.7 million gross and debt to 2011 from 2012 for the Multi-branch State of Good Repair project; and*
 - c. *defer \$0.7 million gross and debt from 2011 to 2012 for the Malvern Branch project; and*
2. *authorizes and directs the appropriate Library staff to forward this report to Council for approval and to take the necessary action to give effect thereto.*

Items for Information:**11-104 Operating Budget Monitoring Report – June 30, 2011***Moved by Councillor Ainslie, seconded by T. Edan, and carried:**That the Toronto Public Library Board:*

1. *receives the Operating Budget Monitoring Report – June 30, 2011 for information.*

11-105 Capital Budget Monitoring Report – June 30, 2011*Moved by Councillor Ainslie, seconded by O. Lawrence, and carried:**That the Toronto Public Library Board:*

1. *receives the Capital Budget Monitoring Report – June 30, 2011 for information.*

11-106 Toronto Reference Library Capital Project – Award of Construction Tenders under Pre-Approval Authorization as of June 30, 2011*Moved by O. Lawrence, seconded by Councillor Davis, and carried:**That the Toronto Public Library Board:*

1. *receives the Toronto Reference Library Capital Project – Award of Construction Tenders under Pre-Approval Authorization as of June 30, 2011 report for information.*

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11-107 Closed Meeting

At 8:45 p.m., it was:

Moved by Councillor Ainslie, seconded by Councillor Palacio, and carried:

That the Toronto Public Library Board:

1. *conducts a Closed meeting as the subject matters being considered are personal matters about an identifiable person.*

At 9:15 p.m. the Board resumed its meeting in public.

Confirmation of Closed Meeting Decision**11-108 Non-Union Compensation – Re-earnable Lump-Sum Payment for 2008**

Moved by O. Lawrence, seconded by Councillor Ainslie, and carried:

That the Toronto Public Library Board:

1. *adopts the recommendations in Confidential Attachment 1; and*
2. *authorizes release of the approved confidential recommendations when the matter is resolved.*

11-109 Voluntary Separation Program

Moved by O. Lawrence, seconded by Councillor Ainslie, and carried:

That the Toronto Public Library Board:

1. *adopts the recommendation in Confidential Attachment 1; and*
2. *authorizes release of the approved confidential recommendation when the matter is resolved.*

11-110 Adjournment

Moved by Councillor Ainslie, seconded by O. Lawrence, and carried:

That the Toronto Public Library Board:

1. *adjourns the September 13, 2011 Toronto Public Library Board meeting.*

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The meeting ended at 9:15 p.m.

Signed: _____