



## MINUTES

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**Toronto Public Library Board****Meeting No. 5: Tuesday, June 7, 2011, from 6:10 p.m. to 8:15 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto****Members Present:**

Ms. Eman Ahmed (Chair)

Mr. Adam Chaleff-Freudenthaler (Vice Chair)

Ms. Ann Decter

Councillor Sarah Doucette

Ms. Tina Edan

Mr. Okeima Lawrence

Councillor Cesar Palacio

Councillor Jaye Robinson

Ms. Kate Wilson

**Regrets:**

Councillor Paul Ainslie

Councillor Janet Davis

**11-059 Call to Order**

Jane Pyper, City Librarian, called the meeting to order at 6:10 p.m. She advised that as a result of the recent resignation of Matthew Church, an election was required to select a new Chair of the Board until City Council appoints citizen members to the Board. At that time, another election will be held.

**11-060 Election of Chair of the Board**

Jane Pyper called for nominations for the Chair of the Toronto Public Library Board.

***Moved by A. Chaleff-Freudenthaler, seconded by T. Edan, and carried:***

***That:***

1. *Eman Ahmed be nominated for Chair.*

Eman Ahmed agreed to stand for election.

There being no further nominations, it was:

***Moved by Councillor Doucette, seconded by Councillor Palacio, and carried:***

***That:***

1. *nominations be closed.*

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**Election of Chair of the Board – continued**

Jane Pyper declared Eman Ahmed duly elected Chair of the Toronto Public Library Board by acclamation.

Eman Ahmed assumed the Chair.

**11-061 Election of Vice Chair of the Board**

Eman Ahmed called for nominations for the Vice Chair of the Toronto Public Library Board.

***Moved by Councillor Doucette, seconded by T. Edan, and carried:**  
**That:***

1. *Adam Chaleff-Freudenthaler be nominated for Vice Chair.*

Adam Chaleff-Freudenthaler agreed to stand for election.

There being no further nominations, it was:

***Moved by Councillor Doucette, seconded by O. Lawrence, and carried:**  
**That:***

1. *nominations be closed.*

Eman Ahmed declared Adam Chaleff-Freudenthaler duly elected Vice Chair of the Toronto Public Library Board by acclamation.

**11-062 Declarations of Conflicts of Interest**

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

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**11-063 Approval of Agenda**

*Moved by Councillor Doucette, seconded by A. Chaleff-Freudenthaler, and carried:*

*That the Toronto Public Library Board approves the agenda as revised to:*

1. *move Agenda Item Nos. 19 – Audited 2010 Financial Statements – Toronto Public Library Board; 20 – Audit Year-End Report – December 31, 2010 – Toronto Public Library Board and 21 – Toronto Public Library – Results of Follow-up of Previous Audit Recommendations to earlier on the agenda to accommodate guests in attendance at the meeting; and*
2. *add a presentation to the agenda from Katerina Fisher regarding a condominium development proposal adjacent to the Northern District Branch.*

**11-064 Confirmation of April 4, 2011 Toronto Public Library Board Meeting Minutes**

*Moved by K. Wilson, seconded by O. Lawrence, and carried:*

*That the Toronto Public Library Board:*

1. *confirms the Minutes of the April 4, 2011 Toronto Public Library Board meeting.*

**11-065 Business Arising**

There were no Business Arising items at the June 7, 2011 meeting.

**11-066 Chair's Report**

*Moved by O. Lawrence, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

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

**11-067 Audited 2010 Financial Statements – Toronto Public Library Board**

The Chair introduced Terri McKinnon, Auditor, PricewaterhouseCoopers, in attendance at the meeting to respond to questions regarding the Audited 2010 Financial Statements and the Audit Year-End Report – December 31, 2010.

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**Audited 2010 Financial Statements – Toronto Public Library Board – continued**

Larry Hughsam, Director, Finance outlined highlights of the Audited 2010 Financial Statements for the Board. A revised copy of page 17 of Attachment 1 was distributed at the meeting reflecting an update to *Note 9 – Restatement* that relates to long-term debt de-recognition on the financial statements.

***Moved by Councillor Doucette, seconded by K. Wilson, and carried:***

***That the Toronto Public Library Board:***

1. *approves the audited December 31, 2010 financial statements of the Toronto Public Library Board, appended as Attachment 1.*

**Items for Information:****11-068 Audit Year-End Report – December 31, 2010 – Toronto Public Library Board**

***Moved by A. Chaleff-Freudenthaler, seconded by K. Wilson, and carried:***

***That the Toronto Public Library Board:***

1. *receives the Audit Year-End Report – December 31, 2010 – Toronto Public Library Board report for information.*

Larry Hughsam and Terri McKinnon outlined highlights of the Audit Year-End Report – December 31, 2010 for the Board.

In response to a required question from Ms. McKinnon, the Chair advised that the Board was not aware of any occurrence of fraud at the Library.

**11-069 Toronto Public Library – Results of Follow-up of Previous Audit Recommendations**

The Chair introduced Syed Ali, Senior Manager, Auditor General's Office, City of Toronto, in attendance at the meeting to respond to questions regarding the *Toronto Public Library – Results of Follow-up of Previous Audit Recommendations* report.

***Moved by O. Lawrence, seconded by Councillor Doucette, and carried:***

***That the Toronto Public Library Board:***

1. *receives the Toronto Public Library – Results of Follow-up of Previous Audit Recommendations report for information.*

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**11-070 Presentations**

The following individuals addressed the Board concerning a condominium development proposal adjacent to the Northern District Branch on Orchard View Blvd:

- Terry Mills on behalf of Patrick Smyth [see Resolution No. 11-071 – Communication Items (b) and (d)];
- Katerina Fisher [see Resolution No. 11-071 – Communication Item (e)].

Katerina Fisher distributed a copy of her presentation to Board members.

Terry Mills and Katerina Fisher asked the Board to:

1. seek third-party external advice on the effect of the condominium development proposal on Orchard View Blvd. on the Library; and
2. provide representation at the appeal of the condominium development proposal at the Ontario Municipal Board on August 9, 2011.

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

1. *receives the presentations from Terry Mills and Katerina Fisher concerning a condominium development proposal adjacent to the Northern District Branch on Orchard View Blvd. for information.*

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

***That the Toronto Public Library Board:***

1. *requests staff to invite representatives from the Planning and Legal departments, City of Toronto and Build Toronto to the next regularly scheduled meeting of the Board to provide their perspectives on the condominium development proposal on Orchard View Blvd, and that City Council be advised of this invitation.*

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**11-071 Communications**

A revised *Communications* report was distributed at the meeting to include Communications Items (d) – (f).

***Moved by Councillor Robinson, seconded by O. Lawrence, and carried:  
That the Toronto Public Library Board:***

1. receives the following Communication items for information:
  - (a) Communication to Matthew Church, Chair, Toronto Public Library Board from Kathy Gallagher Ross, Member, Toronto Public Library Board dated April 25, 2011, resigning from the Board effective immediately.
  - (b) Communication to Nancy Marshall, City Librarian's Office from Patrick Smyth on behalf of the Avenue Road Eglinton Community Association (ARECA) and the Stanley Knowles Cooperative dated May 24, 2011 regarding a condominium development proposal adjacent to the Northern District Branch.
  - (c) Communication to Nancy Marshall, City Librarian's Office from Paul Hanson dated May 28, 2011 regarding a condominium development proposal adjacent to the Northern District Branch.
  - (d) Communication to Nancy Marshall, City Librarian's Office from Patrick Smyth [see (b) above] dated June 1, 2011 attaching a communication from Terry Mills, Architect, ARRIS Strategy Studio regarding a condominium development proposal adjacent to the Northern District Branch.
  - (e) Communication to Nancy Marshall, City Librarian's Office from Katerina Fisher dated June 2, 2011 regarding a condominium development proposal adjacent to the Northern District Branch.
  - (f) Communication to Nancy Marshall, City Librarian's Office from Don Weitz dated June 6, 2011 regarding a condominium development proposal adjacent to the Northern District Branch. Mr. Weitz's letter to the North York Community Council dated August 17, 2010 referenced in his communication is also attached.

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**Items for Approval:****11-072 2012 – 2021 Capital Budget Submission**

Jane Pyper, City Librarian, and Larry Hughsam, Director, Finance & Treasurer, provided the Board with an overview of the Library's 2012 – 2021 capital budget submission.

***Moved by Councillor Palacio, seconded by O. Lawrence, and carried:***

***That the Toronto Public Library Board:***

1. *approves the 2012 – 2021 capital budget submission that meets the City's debt target levels and requests funding of \$11.8 million debt (\$23.9 million gross) in 2012 and \$149.5 million debt (\$219.4 million gross) over 2012 - 2021; and*
2. *authorizes and directs Library staff to take the necessary action to give effect thereto.*

**11-073 2012 Service Review Program and Budget Update**

***Moved by O. Lawrence, seconded by T. Edan, and carried:***

***That the Toronto Public Library Board:***

1. *receives the update regarding the Service Review program and the Library's participation in the City of Toronto's consultation plan for the Core Service Review and information about the 2012 budget process and budget reduction target;*
2. *authorizes staff to complement and augment the City's consultation strategy by offering opportunities for residents to provide input specifically on library services and programs through a survey that will be available online and in branches; and*
3. *schedules the July Board meeting for July 18, 2011 at 12 noon.*

**11-074 Urban Affairs Library Relocation and Alternative Service Plan**

***Moved by Councillor Doucette, seconded by A. Chaleff-Freudenthaler, and carried:***

***That the Toronto Public Library Board:***

1. *adds a bookmobile stop in the Metro Hall area when the Urban Affairs Library closes to relocate to the Toronto Reference Library, and until such time as the Fort York/Bathurst Branch opens.*

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**11-075 Mount Dennis Branch – Closure for Renovation**

*Moved by O. Lawrence, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

1. *approves the closure of the Mount Dennis Branch for approximately 18 months; and*
2. *approves the plans for alternate service for the duration of the closure.*

**11-076 Scarborough Centre Branch – Approval to Increase Award for Architect's Fees**

*Moved by Councillor Doucette, seconded by A. Chaleff-Freudenthaler, and carried:*

*That the Toronto Public Library Board:*

1. *approves increasing the award for architectural services to Levitt Goodman and Phillip H. Carter Architects (in joint venture) by an amount of \$124,500 that includes a design contingency of up to \$45,500, for a total cost of up to \$500,500 [excluding the Harmonized Sales Tax (HST)]; and*
2. *authorizes and directs Library staff to take the necessary action to give effect thereto.*

**11-077 Brentwood Branch – Approval to Increase Award for Architect's Fees**

*Moved by Councillor Doucette, seconded by Councillor Robinson, and carried:*

*That the Toronto Public Library Board:*

1. *approves increasing the award for architectural services to Donald Schmitt Architects by an amount of \$126,982 that includes a design contingency of up to \$52,622, for a total cost of up to \$578,842 [excluding the Harmonized Sales Tax (HST)]; and*
2. *authorizes and directs Library staff to take the necessary action to give effect thereto.*



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**11-078 Steeles Branch – Lease Renewal**

A revised *Steeles Branch – Lease Renewal* report was distributed at the meeting changing the lease renewal agreement to a five-year term with an early termination provision after three years.

***Moved by A. Chaleff-Freudenthaler, seconded by Councillor Doucette, and carried:***

***That the Toronto Public Library Board:***

1. *approves a lease renewal agreement with Bamburgh Gardens Properties Inc. for:*
  - a. *a five (5) year term to commence on September 1, 2011 and terminate on August 31, 2016, with an early termination provision after August 31, 2014;*
  - b. *an annual base rent as follows:*
    - b.i) *for years 1 and 2 at \$18.50 per square foot for an annual base rent of \$92,666.50, excluding Harmonized Sales Tax;*
    - b.ii) *for years 3 and 4 at \$19.00 per square foot for an annual base rent of \$95,171.00, excluding Harmonized Sales Tax;*
    - b.iii) *for year 5 at \$19.50 per square foot for an annual base rent of \$97,675.00, excluding Harmonized Sales Tax; and*
2. *authorizes and directs Library staff to take the necessary action to give effect thereto.*

**11-079 Proposed Renewal of Sponsorship and Naming of the Summer Reading Club**

***Moved by O. Lawrence, seconded by Councillor Robinson, and carried:***

***That the Toronto Public Library Board:***

1. *approves the renewal of the TD Bank Financial Group sponsorship of the summer reading club for 2012 – 2014; and*
2. *approves the renewal of the naming of the Library's summer reading club as the TD Summer Reading Club.*

At the request of Okeima Lawrence, staff will report back to the Board on the New to the Neighbourhood initiative at the Library as reported in the Chair's Report, including Canadian Tire's sponsorship of the initiative.

Jane Pyper and Councillors Doucette and Robinson commended the Toronto Public Library Foundation for their efforts in obtaining a sponsorship renewal with the TD Bank Financial Group for this popular library initiative.

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**Items for Information:**

**11-080 2010 Accounts Written-off**

*Moved by O. Lawrence, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

1. receives the 2010 Accounts Written-off report for information.

**11-081 2010 Grants**

*Moved by T. Edan, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

1. receives the 2010 Grants report for information.

**11-082 Operating Budget Monitoring Report – April 30, 2011**

*Moved by A. Chaleff-Freudenthaler, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

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

**11-083 Capital Budget Monitoring Report – April 30, 2011**

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

*That the Toronto Public Library Board:*

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

**11-084 2010 Annual Performance Measures and Strategic Plan Update**

*Moved by A. Chaleff-Freudenthaler, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

1. receives the 2010 Annual Performance Measures and Strategic Plan Update report for information.

Councillor Doucette requested more detailed information regarding the placing of holds and the circulation of different formats of materials.

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**11-085 2011 Bookmobile Schedule**

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

*That the Toronto Public Library Board:*

1. receives the 2011 Bookmobile Schedule report for information.

**11-086 Exercise of Extended Authority – Award of Tender – North York Central Library – Teen Zone**

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

*That the Toronto Public Library Board:*

1. receives the Exercise of Extended Authority – Award of Tender – North York Central Library – Teen Zone report for information.

**11-087 Toronto Reference Library Capital Project – Award of Construction Tenders under Pre-Approval Authorization as of March 31, 2011**

*Moved by Councillor Palacio, seconded by Councillor Doucette, 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 March 31, 2011 report for information.

**11-088 Library Gift Shop at the Toronto Reference Library**

*Moved by O. Lawrence, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

1. receives the Library Gift Shop at the Toronto Reference Library report for information.

**11-089 Adjournment**

*Moved by A. Decter, seconded by T. Edan, and carried:*

*That the Toronto Public Library Board:*

1. adjourns the June 7, 2011 Toronto Public Library Board meeting.

The meeting ended at 8:15 p.m.

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