

**Toronto Public Library Board**

**Meeting No. 8: Monday, September 17, 2007, from 6:03 p.m. to 7:03 p.m.**

**Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

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**Members Present:**

Ms. Kathy Gallagher Ross (Chair)  
Mr. Matthew Church (Vice Chair)  
Mr. Adam Chaleff-Freudenthaler  
Councillor Janet Davis  
Ms. Ann Decter  
Mr. Okeima Lawrence  
Councillor Chin Lee  
Councillor Anthony Perruzza

**Regrets:**

Ms. Eman Ahmed  
Councillor Paul Ainslie  
Councillor Maria Augimeri  
Ms. Tina Edan  
Ms. Kate Wilson

**Call to Order**

Kathy Gallagher Ross called the meeting to order at 6:03 p.m. There being no quorum of the Board, Agenda Item #8 – *Chair's Report* was presented to the Board for information:

**Chair's Report**

1. Since the Sun Life Financial Museum and Arts Pass program was launched at the beginning of July, more than 4,000 passes have been loaned out from the 24 participating branches, allowing families to visit a number of Toronto's cultural institutions free-of-charge. Organizations currently participating include the ROM, the Art Gallery of Ontario, the Textile, Gardiner and Bata Shoe museums, and the city's many historic museums. Recently, Black Creek Pioneer Village has signed on to be part of the program, and passes will be available later this month. The success of the program can be gauged by the fact that branches have been asking to have

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**Chair's Report - continued**

- the number of passes increased to keep up with demand. The Library continues to meet with potential cultural partners in hopes of expanding the number of organizations participating, and the goal is to expand the program to all 99 branches next year;
2. The latest edition of *What's More* outlines a number of diverse and exciting library programs and activities scheduled for the upcoming Fall season, including events for the 30<sup>th</sup> anniversary of the Toronto Reference Library;
  3. Writer-in-Residence Hal Niedzviecki began his tenure on September 4, ending on December 21. Mr. Niedzviecki's office is located at the North York Central Library;
  4. Upcoming Toronto Public Library Foundation events:
    - a. Board members are invited to attend the Foundation's 2007 Literary Circle Event featuring a private concert by world-renowned pianist Anton Kuerti on Friday, October 26, at 6:00 p.m. at the Toronto Reference Library. Mr. Kuerti will pay tribute to his late wife who was a regular user of the Toronto Reference Library's music collection;
    - b. The date of the upcoming Book Lover's Ball has been changed to Thursday, January 31, 2008 at the Royal York Hotel;
  5. The Library recently received Citizenship and Immigration Canada grant funding for a staff person to conduct outreach for the newcomer community and to assist with the coordination of settlement workers in libraries program;
  6. Public consultation sessions to inform the process concerning potential service reductions in 2008 affecting open hours and collections are scheduled for late September / early October. Four open meetings will be held beginning at Toronto Reference Library on September 26; Malvern on September 27; North York Central on October 2 and Albion on October 4. Members of the public are also invited to comment via the website.

**Items for Information:**

While waiting for quorum to be achieved, the following Information Items were reviewed:

Agenda Item #21 *Toronto Public Library Board Employee and Labour Relations Committee Meeting Minutes – Approved;*

Agenda Item #22 *2008 Capital and Operating Budgets – Timetable and Process;*

Agenda Item #23 *Operating Budget Monitoring Report – June 30, 2007.*

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Quorum was achieved at 6:12 p.m.

**07-142 Adoption of Information Items after Achievement of Quorum**

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

1. *receives the following Agenda Items for information:*
  - a. *Agenda Item #8 Chair's Report;*
  - b. *Agenda Item #21 Toronto Public Library Board Employee and Labour Relations Committee Meeting Minutes – Approved;*
  - c. *Agenda Item #22 2008 Capital and Operating Budgets – Timetable and Process;*
  - d. *Agenda Item #23 Operating Budget Monitoring Report – June 30, 2007.*

**07-143 Approval of Agenda**

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

1. *approves the agenda.*

**07-144 Declarations of Interest**

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

**07-145 Approval of June 11, 2007 Toronto Public Library Board Meeting Minutes**

*Moved by Councillor Lee, seconded by Councillor Davis, and carried:  
That the Toronto Public Library Board:*

1. *approves the Minutes of the June 11, 2007 Toronto Public Library Board meeting.*

Councillor Lee queried his Moving of Minute No. 07-110 at the June 11, 2007 meeting. Staff will check the transcripts of the June 11, 2007 Toronto Public Library Board meeting to confirm.

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**07-146 Approval of June 11, 2007 Toronto Public Library Board Closed Meeting Minutes**

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

*That the Toronto Public Library Board:*

1. *approves the Minutes of the June 11, 2007 Toronto Public Library Board Closed meeting.*

**07-147 Approval of July 25, 2007 Toronto Public Library Board Special Meeting Minutes**

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

*That the Toronto Public Library Board:*

1. *approves the Minutes of the July 25, 2007 Toronto Public Library Board Special meeting.*

**07-148 Business Arising**

There were no Business Arising items at the September 17, 2007 meeting.

**07-149 Presentations**

There were no Presentations at the September 17, 2007 meeting.

**07-150 Communications**

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

*That the Toronto Public Library Board:*

1. *receives the following Communication Item for information:*
  - a. *copy of a letter to the City of Toronto's Striking Committee from Councillor Maria Augimeri dated July 19, 2007, resigning from the Library Board due to scheduling conflicts.*

**Items for Approval:**

**07-151 2007 Capital Budget Reallocations**

*Moved by M. Church, seconded by A. Chaleff-Freudenthaler, and carried:*

*That the Toronto Public Library Board:*

1. *Approves the 2007 capital budget reallocation adjustments as detailed in Attachment 1;*
2. *authorizes and directs the appropriate staff to take the necessary action to give effect thereto.*

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**07-152 2008 – 2012 Capital Budget Submission***Moved by A. Chaleff-Freudenthaler, seconded by Councillor Davis, and carried:**That the Toronto Public Library Board:*

1. *adopts the 2008 – 2012 Capital Budget Submission, which has been provided to the City for discussion and consideration;*
2. *authorizes and directs staff to take the necessary action to give effect thereto.*

**07-153 Service Plan for the 2008 Operating Budget***Moved by A. Chaleff-Freudenthaler, seconded by Councillor Davis, and carried:**That the Toronto Public Library Board:*

1. *approves the 2008 service plan submission which has been submitted to the City for review and discussion (Attachments 1 & 2).*

**07-154 Toronto Reference Library – Award of Tender***Moved by A. Chaleff-Freudenthaler, seconded by Councillor Davis, and carried:**That the Toronto Public Library Board:*

1. *awards the contract to the lowest bidder, Ross Clair Contractors Inc., for the construction of the Event Space at the Toronto Reference Library, at a cost of \$4,737,140, including Goods and Services Tax (GST) of \$268,140; and*
2. *authorizes and directs Library staff to take the necessary action to give effect thereto.*

**07-155 Wireless Service – Award of Contract***Moved by Councillor Lee, seconded by A. Chaleff-Freudenthaler, and carried:**That the Toronto Public Library Board:*

1. *awards the contract to Spyders Inc. for the supply of wireless service for public Internet access, for a one-year term, renewable annually for a second and third term, based on satisfactory service; and:*
  - a. *based on a first-year service cost not to exceed \$230,000 [Goods and Services Tax (GST) included];*
  - b. *based on one-time installation charges not to exceed \$475,000 (GST included); and*
2. *authorizes staff to negotiate with Spyders Inc. to add or delete services resulting from operational needs, subject to budget availability and within the authorization of the City Librarian; and*
3. *authorizes and directs staff to take the necessary action to give effect thereto.*

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**07-156 Bridlewood Branch – Lease Renewal***Moved by A. Chaleff-Freudenthaler, seconded by O. Lawrence, and carried:**That the Toronto Public Library Board:*

1. *approves a lease agreement with 1512691 Ontario Limited for a five-year term to commence on October 1, 2007 and terminate on September 30, 2012 with:*
  - a. *an annual base rent as follows:*
    - i. *years one to two at \$15.00 per square foot before Goods and Services Tax (GST) for an annual base rent of \$86,576, including GST of \$4,901;*
    - ii. *years three to five at \$17.00 per square foot before GST for an annual base rent of \$98,119, including GST of \$5,554; and;*
  - c. *common area maintenance and utilities which are based on actual costs estimated at \$13.16 per square foot for a total annual cost of \$75,956 including, GST of \$4,299; and*
2. *authorizes and directs staff to take the necessary action to give effect thereto.*

**07-157 Dufferin / St. Clair Branch – Naming of Program Room***Moved by A. Chaleff-Freudenthaler, seconded by Councillor Davis, and carried:**That the Toronto Public Library Board:*

1. *approves the naming of the Dufferin / St. Clair Branch program room the Earls court Program Room.*

**07-158 Rules of Conduct Policy Revisions***Moved by Councillor Lee, seconded by A. Chaleff-Freudenthaler:**That the Toronto Public Library Board:*

1. *approves the revised Rules of Conduct Policy (Attachment 1);*
2. *approves the revised Rules of Conduct – Reinstatement / Exclusion Policy (Attachment 2);*
3. *approves the revised Rules of Conduct – Appeals Policy (Attachment 3).*

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

4. *requests staff to report in one year on the implications of the eating and drinking revisions to the Rules of Conduct Policy on Library facilities and staff.*

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**07-159 Toronto Public Library Emergency Plan**

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

1. *approves the Toronto Public Library Emergency Plan.*

**07-160 RAMP – Request for Permission to Use Trademark**

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

1. *consents to the registration of the trademark “RAMP” by Housing Services Inc., subject to the condition that the trademark shall not be used in any form, including any typeface, which is confusingly similar to the form used by the Toronto Public Library for its “RAMP” official mark;*
2. *authorizes and directs the appropriate staff to take the necessary action to give effect thereto.*

**Items for Information:**

**Toronto Public Library Board Employee and Labour Relations Committee Meeting Minutes – Approved**

*See Minute #07-142.*

**2008 Capital and Operating Budgets – Timetable and Process**

*See Minute #07-142.*

**Operating Budget Monitoring Report – June 30, 2007**

*See Minute #07-142.*

**07-161 Capital Budget Monitoring Report – June 30, 2007**

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

1. *receives the Capital Budget Monitoring Report – June 30, 2007 for information.*

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**07-162 Other Business**

There were no Other Business items at the September 17, 2007 meeting.

**07-163 Adjournment**

*Moved by Councillor Perruzza, seconded by Councillor Lee, and carried:*

*That the Toronto Public Library Board:*

- 1. adjourns the September 17, 2007 Toronto Public Library Board meeting.*

The meeting ended at 7:03 p.m.

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