

Toronto Public Library Board

Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.

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

Members Present:

Dr. Kathy Gallagher Ross (Chair)
Mr. Matthew Church (Vice Chair)
Ms. Eman Ahmed
Councillor Paul Ainslie
Mr. Adam Chaleff-Freudenthaler
Councillor Janet Davis
Ms. Ann Decter
Ms. Tina Edan
Councillor Chin Lee

Regrets:

Councillor Maria Augimeri
Mr. Okeima Lawrence
Councillor Anthony Perruzza
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 #22 – *Toronto Reference Library – Digitization Update* was presented to the Board by Linda Mackenzie, Director, Research and Reference Libraries, for information.

Ms. Mackenzie provided a brief overview and an update on the Library's digitization program with an emphasis on the global digital environment, the Library's special collections on which the digitization program is based, what has been achieved to date, and new program elements to be launched later in 2007.

Toronto Public Library Board**Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Extension of Quorum Wait Period

At 6:18 p.m., as per Toronto Public Library Board Procedural By-law #27 – *Quorum*, it was agreed by the majority of the members present to approve the extension of the fifteen-minute wait period for quorum to be achieved for a period not to exceed forty-five minutes.

While waiting for quorum to be achieved, Agenda Item #6 – *Chair's Report* was presented to the Board.

Quorum was achieved at 6:30 p.m. during the presentation of the *Chair's Report*.

07-103 Chair's Report

- (1) The TD Summer Reading Club will begin in all Library branches during the next few weeks; this year's theme is *Lost Worlds*. In addition to reading about subjects such as Atlantis and ancient Egypt, children will be entertained and enlightened by authors and illustrators, including Robert Munsch and others.
- (2) Other programs for children during the summer include English can be Fun, Reading Buddies and Dial-a-Story. English can be Fun assists newcomer children to improve or maintain their English-language reading skills over the summer while out of school. Reading Buddies pairs youth volunteers with children for reading during the summer. Dial-a-Story provides stories for children over the phone. This service continues to expand with stories recently added in two new languages: Tamil and Somali.
- (3) Author Tim Wynne-Jones recently completed his stint as TPL Writer-in-Residence in association with the Osborne Collection of Early Children's Books. During his two-month residency, Mr. Wynne-Jones read over 35 manuscripts, met with authors, conducted two youth writing workshops and two adult programs, as well as participated in the Library's Author Reading series.
- (4) The Library's Arthur Conan Doyle Collection was the subject of a question on the May 11 broadcast of the television game show Jeopardy. Phrased in terms of a pun about "finding a Holmes at Toronto Public Library", the question, "Who is Sir Arthur Conan Doyle?" eluded all the contestants. The correct response would have been worth \$1,200.

Toronto Public Library Board**Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Chair's Report - continued

- (5) Recent programs at TPL:
 - (a) Asian Heritage Month was launched at the Fairview Library Theatre with over 170 people in attendance. Hundreds more attended programs and activities throughout the month of May in branches across the City;
 - (b) The Canada Council Heritage Series was launched at the Palmerston Branch Theatre in May with Noah Richler as facilitator. Mr. Richler has agreed to host the fall series launch as well.
 - (c) Look Who's Reading Canadian Mysteries took place on June 5. Actor Harvey Atkin, Toronto Star theatre critic Richard Ouzounian and other guests, read from their favourite mysteries at the Toronto Reference Library. This was the second annual event organized by the Crime Writers of Canada as a fundraiser in support of TPL literacy programs.
- (6) As June is Seniors Month, many branches are taking the opportunity to highlight the diverse range of programs that the Library offers for older adults year-round such as estate planning, book discussion programs, movie afternoons, health-related seminars and computer workshops.
- (7) The celebration of Yorkville Branch's centennial birthday will take place on Saturday, June 16. Celebrations will continue through the fall with a number of events, including talks about Yorkville residential architecture, the sixties music scene in Yorkville and more.
- (8) Yorkville Branch is also included in a list being compiled in cooperation with National Post Reporter Sarah B. Hood, who recently wrote an article about the oldest items in TPL's collection; two clay tablets from approximately 2000 B.C. Sarah is working with the Marketing Department to develop a series of articles about Toronto Public Library curios. Included on the list of curios to be featured are beautiful stained glass windows in a number of branches; items from our collections; for example, a wooden box carved by a prisoner of the 1837 Upper Canada rebellion; and the Lillian H. Smith Branch "dungeon" echo chamber.
- (9) The Dufferin/St. Clair and Thorncliffe branches will close over the summer for capital project work. Dufferin/St. Clair will feature improved lighting to highlight the branch's historic murals; Thorncliffe will be expanded to double its current size.

Toronto Public Library Board**Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

Chair's Report - continued

- (10) The Canadian Urban Library Council Conference, hosted by TPL will take place on October 11 and 12, 2007. The conference, *Increasing Diversity in Canadian Cities: The Public Library Response*, will explore changes to the urban landscape driven by immigration.
- (11) Later in June, Matthew Church and Okeima Lawrence will be attending the annual American Library Association conference in Washington.
- (12) The Library's 2006 Annual Report has been distributed recently. It provides an excellent overview of Library activity during the past year, with a particular focus on the efforts in support of the City's year of culture.

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

1. receives the Chair's Report for information.

07-104 Approval of Agenda

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

That the Toronto Public Library Board:

1. approves the agenda as revised to include Agenda Item #16a – Maryvale Branch – Lease Renewal.

07-105 Declarations of Interest

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

07-106 Approval of May 14, 2007 Toronto Public Library Board Meeting Minutes

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

That the Toronto Public Library Board:

1. approves the minutes of the May 14, 2007 Toronto Public Library Board meeting.

07-107 Business Arising

There were no Business Arising items at the June 11, 2007 meeting.

07-108 Presentations

There were no Presentations at the June 11, 2007 meeting.

Toronto Public Library Board**Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

07-109 Communications

There were no Communication Items at the June 11, 2007 meeting.

Items for Approval:**07-110 Use of Parkdale Branch Meeting Room as a Constituency Office**

Moved by Councillor Lee, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

1. *makes an exception to the Auditorium, Meeting Room and Theatre Rental Policy, in light of the circumstances, by accepting the Councillor's room booking from March 2007 to November 2010, with the provision that this arrangement will not extend beyond the term of the current incumbent or Council, whichever ends first; and*
2. *charges the Councillor for the use of the room at the rate of \$10/hour, subject to any Board-approved increase to the rates.*

07-111 Dufferin / St. Clair Branch – Award of Tender

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

That the Toronto Public Library Board:

1. *awards the contract to the lowest bidder, M. J. Dixon Construction Limited, for the renovation of the Dufferin / St. Clair Branch at a cost of \$2,635,160, including Goods and Services Tax (GST) of \$149,160; and*
2. *authorizes and directs staff to take the necessary action to give effect thereto.*

07-112 Dufferin / St. Clair Branch – Closure for Renovation

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

1. *approves the closure of the Dufferin / St. Clair Branch for approximately one year; and*
2. *approves the plans for alternate service for the duration of the closure.*

Toronto Public Library Board**Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

07-113 Thorncliffe Branch – Closure for Renovation / Expansion*Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:**That the Toronto Public Library Board:*

1. *approves the closure of the Thorncliffe Branch for approximately one year; and*
2. *approves the plans for alternate service for the duration of the closure.*

07-114 Woodview Park Branch – Lease Renewal*Moved by A. Chaleff-Freudenthaler, seconded by Councillor Lee, and carried:**That the Toronto Public Library Board:*

1. *approves a lease agreement with S. Strashin and Sons Limited for:*
 - a. *a five-year term to commence on June 15, 2007 and terminate on June 14, 2012, at an annual base rent of \$61,733 including Goods and Services Tax (GST) of \$3,494;*
 - b. *common area maintenance and utilities are based on actual annual costs, currently estimated at \$6 per square foot or \$26,140, including GST of \$1,480; and*
2. *authorizes and directs staff to take the necessary action to give effect thereto.*

07-115 Kennedy / Eglinton Branch – Lease Renewal*Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:**That the Toronto Public Library Board:*

1. *approves a lease agreement with Milord Realty Inc. for:*
 - a. *a five-year term to commence on September 1, 2007 and terminate on August 31, 2012;*
 - b. *the annual base rent will be as follows:*
 - i. *years 1 to 2 at \$17.66 per square foot before Goods and Services Tax (GST) for an annual base rent of \$72,145, including GST of \$4,084;*
 - ii. *years 3 to 5 at \$18.70 per square foot before GST for an annual base rent of \$76,394, including GST of \$4,324;*
 - c. *common area maintenance and utilities which are based on actual costs estimated at \$10.94 per square foot for a total annual cost of \$44,693 including, GST of \$2,530; and*
2. *authorizes and directs staff to take the necessary action to give effect thereto.*

Toronto Public Library Board**Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

07-116 Cliffcrest Branch Relocation – New Capital Project*Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:**That the Toronto Public Library Board:*

1. *approves a new 2007 capital project for the relocation of the Cliffcrest Branch at a cost of \$750,000 gross, \$138,000 debt, requiring a 2007 gross cash flow of \$300,000 and a 2008 cash flow commitment of \$450,000;*
2. *approves a budget transfer of \$144,000 gross (\$138,000 debt) from the 2007 Multi-branch Minor Renovations capital project to offset the costs of the relocation of Cliffcrest Neighbourhood Branch;*
3. *approves the use of development charges funding in the amount of \$162,000;*
4. *directs staff to forward this report to Budget Committee for approval; and*
5. *authorizes and directs staff to take the necessary action to give effect thereto.*

7-117 Cliffcrest Branch – Lease Agreement*Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:**That the Toronto Public Library Board:*

1. *approves a lease agreement with Capitol Management Corp. for the new premises within Cliffcrest Plaza for a ten-year period beginning around January 1, 2008, subject to Board and Council approval of a new capital project for the relocation costs, with:*
 - a. *the first five years at an annual base rent of \$15.65 per square foot or \$80,457, including Goods and Services Tax (GST) of \$4,554;*
 - b. *the second five years at an annual base rent of \$17 per square foot or \$87,397, including GST of \$4,947;*
2. *approves a request to City Council to pass a by-law to designate the new location which will be occupied by the Cliffcrest Branch as a “municipal capital facility” in order to provide a property tax exemption for municipal and education purposes; and*
3. *authorizes and directs that appropriate Library staff take the necessary actions to give effect thereto.*

Toronto Public Library Board**Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto**

07-118 Maryvale Branch – Lease Renewal*Moved by A. Chaleff-Freudenthaler, seconded by M. Church, and carried:**That the Toronto Public Library Board:*

1. *approves a lease agreement with Credit Suisse Real Estate Fund International (Canada) Leaseholds Inc. for:*
 - a. *a five-year term to commence on September 1, 2007 and terminate on August 31, 2012;*
 - b. *the annual base rent will be as follows:*
 - i. *years 1 to 2 at \$18.00 per square foot before Goods and Services Tax (GST) for an annual base rent of \$84,353 including GST of \$4,775;*
 - ii. *years 3 to 5 at \$19.00 per square foot before GST for an annual base rent of \$89,039, including GST of \$5,040;*
 - c. *common area maintenance and utilities which are based on actual costs estimated at \$18.18 per square foot for a total annual cost of \$85,196 including GST of \$4,822; and*
2. *authorizes and directs staff to take the necessary action to give effect thereto.*

07-119 Short-term Disability Plan for Non-union Staff*Moved by T. Edan, seconded by M. Church, and carried:**That the Toronto Public Library Board:*

1. *approves the Short-term Disability Policy (Attachment 1) for non-union staff;*
2. *approves an implementation date for the Short-term Disability Policy of January 1, 2009; and;*
3. *approves that the sick pay gratuity benefit be pro-rated for staff with less than 10 years of continuous service to a maximum benefit of three (3) months of pay.*

07-120 Strategic Plan 2008 – 2011 – Consultation Strategy for Toronto Public Library*Moved by E. Ahmed, seconded by A. Chaleff-Freudenthaler, and carried:**That the Toronto Public Library Board:*

1. *approves the proposed consultation plan as outlined in Attachments 1, 2 and 3;*
2. *directs staff to implement the consultation plan; and;*
3. *directs staff to provide updates to the Strategic Planning Steering Committee and the Library Board on the results of the consultation process.*

Toronto Public Library Board

Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.

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

Item for Information:

07-121 Library Branch Leases Review Results

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

- 1. receives the Library Branch Leases Review Results report for information.*

07-122 Operating Budget Monitoring Report – April 30, 2007

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

- 1. receives the Operating Budget Monitoring Report – April 30, 2007 for information.*

07-123 Capital Budget Monitoring Report – April 30, 2007

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

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

Other Business

07-124 Absence of Board Member – Councillor Maria Augimeri

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

That the Toronto Public Library Board:

- 1. excuses Councillor Maria Augimeri's absence from more than three consecutive Board meetings.*

07-125 Absence of Board Member – Councillor Anthony Perruzza

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

- 1. excuses Councillor Anthony Perruzza's absence from more than three consecutive Board meetings.*

Toronto Public Library Board

Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.

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

07-126 Approval of Sponsorship for the Proposed Museum Pass Program

Moved by Councillor Ainslie, seconded by T. Edan, and carried:

That the Toronto Public Library Board:

1. *adopts the confidential instructions to staff in Attachment 1; and*
2. *authorizes the release of the general terms of the sponsorship arrangement, in a subsequent Board report, once negotiations are complete and appropriate approvals have been received.*

07-127 Toronto Public Library Celebrates Reading Award – 2008

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

1. *adopts the confidential instructions to staff in Attachment 1; and*
2. *authorizes the release of the 2008 recipient information through an official announcement when details and timing are confirmed in relation to a major Library event.*

07-128 Kennedy / Eglinton Branch – Potential New Capital Project

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

1. *adopts the confidential instructions to staff in Attachment 1; and*
2. *authorizes the release of the financial information if the project is approved, upon completion of negotiations with the landlord.*

07-129 Closed Meeting

At 7:20 p.m., it was:

Moved by E. Ahmed, seconded by A. Chaleff-Freudenthaler, and carried:

That the Toronto Public Library Board:

1. *conducts a Closed meeting as the subject matters being considered involve the security of the property of the Board and personal matters about an identifiable individual.*

Toronto Public Library Board

Meeting No. 6: Monday, June 11, 2007, from 6:03 p.m. to 8:05 p.m.

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

07-130 Adoption of Closed Meeting Actions

At 8:05 p.m., it was:

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

That the Toronto Public Library Board:

- 1. adopts the actions taken in the June 11, 2007 Closed meeting.*

07-131 Adjournment

Moved by A. Chaleff-Freudenthaler, seconded by E. Ahmed, and carried:

That the Toronto Public Library Board:

- 1. adjourns the June 11, 2007 Toronto Public Library Board meeting.*

The meeting ended at 8:05 p.m.

Signed: _____