

**Toronto Public Library Board – Strategic Planning Steering Committee**

**Meeting No. 1: Friday, January 20, 2012, 4:05 p.m. – 4:50 p.m.**

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

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**Committee Members Present:**

Mr. Cameron MacKay (Chair)

Councillor Paul Ainslie

Mr. Stephen Dulmage

Mr. Michael Foderick

Ms. Andrea Zammit

**Regrets:**

Ms. Janet McKelvey (TPL Foundation Board Representative)

**SPSC                    Call to Order**

**12-001**                    Katherine Palmer, Designated Secretary of the Board, called the meeting to order at 4:05 p.m.

**SPSC                    Election of Chair of the Committee**

**12-002**                    Katherine Palmer called for nominations for the Chair of the Strategic Planning Steering Committee for 2012.

*Moved by S. Dulmage, and carried:*

*That the Strategic Planning Steering Committee:*

*1.            nominates Cameron MacKay for Chair of the Strategic Planning Steering Committee.*

*Moved by A. Zammit, and carried:*

*That the Strategic Planning Steering Committee:*

*1.            closes nominations.*

Katherine Palmer declared Cameron MacKay duly elected Chair of the Strategic Planning Steering Committee by acclamation.

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**SPSC**      **Declarations of Conflicts of Interest**  
**12-003**      There were no Declarations of Conflicts of Interest by members of the Strategic Planning Steering Committee at the January 20, 2012 meeting.

**SPSC**      **Approval of Agenda**  
**12-004**      *Moved by Councillor Ainslie, and carried:*  
*That the Strategic Planning Steering Committee:*  
1.      *approves the agenda.*

**SPSC**      **Presentations**  
**12-005**      There were no Presentations at the January 20, 2012 Strategic Planning Steering Committee meeting.

**SPSC**      **Communications**  
**12-006**      There were no Communication items at the January 20, 2012 Strategic Planning Steering Committee meeting.

***Item for Information:***

**SPSC**      **Strategic Planning Process Overview**  
**12-007**      Katherine Palmer, Director, Planning, Policy & E-Service Delivery reviewed the following phases and timelines from the Strategic Planning process:  
Phase 1: Orientation (November 2011 – January 2012)  
Phase 2: Environmental Scan (April 2012)  
Phase 3: Public Consultation (April/May 2012)  
Phase 4: Further Development of Plan (June 2012)  
Phase 5: Development of Performance Indicators (May 2012)  
Phase 6: Integration of the Plan into Capital and Operating Plans (September 2012 – ongoing)

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## Strategic Planning Process Overview – continued

***Moved by Councillor P. Ainslie, and carried:***

*That the Strategic Planning Steering Committee:*

1. receives the Strategic Planning Process Overview verbal report for information.

***Item for Approval:***

SPSC Strategic Plan 2012 – 2015: Consultation Plan

**12-008** Elizabeth Glass, Manager, Planning and Development reviewed the highlights of the *Strategic Plan 2012 – 2015: Consultation Plan* report for Committee members.

***Moved by A. Zammit, and carried:***

*That the Strategic Planning Steering Committee recommends that the Toronto Public Library Board:*

1. *approves the proposed consultation plan as outlined in Attachment 1;*
2. *directs staff to implement the consultation plan; and*
3. *directs staff to provide updates to the Strategic Planning Steering Committee on the results of public consultation and how these inform the Strategic Plan.*

SPSC  
12-009

## Adjournment

*Moved by S. Dulmage, and carried:*

*That the Strategic Planning Steering Committee:*

1. *adjourns the November 17, 2011 meeting of the Strategic Planning Steering Committee.*

The meeting ended at 4:50 p.m.

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