



## MINUTES

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**Toronto Public Library Board****Meeting No. 9: Monday, October 22, 2012, from 6:10 p.m. to 10:00 p.m.****Toronto Reference Library, Board Room, 789 Yonge Street, Toronto****Members Present:**

Councillor Paul Ainslie (Chair)  
Mr. Michael Foderick (Vice Chair)  
Ms. Lindsay Colley  
Councillor Janet Davis  
Councillor Sarah Doucette  
Ms. Kimberley Korinek  
Mr. Cameron MacKay  
Mr. Ross Parry  
Councillor Jaye Robinson  
Mr. Kenneth Stewart  
Mr. Benjamin Wulffhart  
Ms. Andrea Zammit

**Regrets:**

Councillor Cesar Palacio

**12-169 Call to Order**

Councillor Paul Ainslie called the meeting to order at 6:10 p.m. He welcomed Lindsay Colley as a new member of the Board.

**12-170 Declarations of Conflict of Interest**

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

**12-171 Approval of Agenda**

*Moved by Councillor Doucette, seconded by M. Foderick, and carried:*

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

1. *consider a request from Miroslav Glavic, as his request was made less than 48 hours before the Board meeting to address the Board under Presentations regarding Agenda Item No. 11 – Councillor Use of Library Space Policy; and*
2. *move Agenda Item No. 12 – Naming Opportunity – Perth/Dupont Branch Expansion Campaign, which is a confidential item, to later on the agenda to avoid disruption in the public portion of the meeting.*

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**12-172 Confirmation of September 24, 2012 Toronto Public Library Board Meeting Minutes**

*Moved by C. MacKay, seconded by K. Stewart, and carried:*

*That the Toronto Public Library Board:*

1. *confirms the Minutes of the September 24, 2012 Toronto Public Library Board meeting.*

**12-173 Business Arising**

There were no Business Arising items at the October 22, 2012 meeting.

**12-174 Chair's Report**

Councillor Ainslie noted his recent discussions with the City Librarian to include information presentations by staff at future Board meetings on various aspects of Library operations.

He noted the following items from the Chair's Report:

- a. winner of the Toronto Book Awards on Oct. 11, Andrew J. Borkowski for *Copernicus Avenue*;
- b. donation of \$1,000 to the Agincourt Branch from Mr. Hugh Kuang of Ever Young Asset Management;
- c. donation of \$100,000 to the Young Voices program from the Daniels brothers in honour of their mother, Norine Rose;
- d. an update concerning the Strategic Plan 2012 – 2015, with thanks to Cameron MacKay, Chair, Strategic Planning Steering Committee;
- e. Toronto Public Library Foundation's Book Lover's Ball on February 7, 2013; and
- f. reopening of the Brentwood Branch on November 2.

*Moved by K. Korinek, seconded by B. Wulffhart, and carried:*

*That the Toronto Public Library Board:*

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

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**Presentations****12-175      Miroslav Glavic regarding Agenda Item No. 11 – *Councillor Use of Library Space Policy***

Mr. Glavic spoke in support of Councillors using their local branches for meetings with constituents.

***Moved by K. Stewart, seconded by L. Colley, and carried:  
That the Toronto Public Library Board:***

1. *receives the presentation from Miroslav Glavic regarding Agenda Item No. 11 – Councillor Use of Library Space Policy.*

**12-176 Communications**

***Moved by K. Korinek, seconded by B. Wulffhart, and carried:  
That the Toronto Public Library Board:***

1. *receives Communication (a) from Councillor Paul Ainslie, Chair, Toronto Public Library Board dated October 23, 2012 to John Rafferty, President and Chief Executive Officer, Canadian National Institute for the Blind (CNIB); and*
2. *endorses the importance of providing accessible library materials for patrons with print disabilities and supports the CNIB's creation of a national Digital Hub to support service delivery to Canadians with print disabilities;*
3. *receives Communication (b) from Diane Shears to Toronto Public Library Board members dated September 22, 2012 regarding the 2013 operating budget for information;*
4. *receives Communication (c) from Joe Clark to the Toronto Public Library Board dated October 15, 2012 regarding the dangerous handling of fire at the Toronto Reference Library for information;*
5. *receives Communication (d) from Joe Clark to the Toronto Public Library Board dated October 15, 2012 regarding a conflict of interest between TPL and one of its commercial tenants for information.*

In response to a question from Michael Foderick, Ron Dyck, Director, Information Technology and Facilities provided additional information regarding Communication (c). Mr. Dyck indicated that the proper procedures were followed resulting in a safe evacuation of the building on September 4, 2012.

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**Budget Committee:****12-177 a. Approved Minutes of the Budget Committee Meeting of September 12, 2012***Moved by B. Wulffhart, seconded by M. Foderick, and carried:**That the Toronto Public Library Board:*

1. *receives the Approved Minutes of the Budget Committee Meeting of September 12, 2012 for information.*

**12-178 b. 2013 Operating Budget Submission**

The Toronto Public Library Board on October 22, 2012, adopted the following motion as amended:

*Moved by K. Korinek, seconded by Councillor Doucette, and carried:**That the Toronto Public Library Board:*

1. *approves the 2013 operating budget submission of \$165.167 million net (\$180.620 million gross), which represents a \$0.680 million or 0.4% net increase over the 2012 budget comprised of:*
  - a. *a base budget of \$164.917 million net (\$180.370 million gross), which represents a \$0.430 million or 0.3% net increase over the 2012 budget; and*
  - b. *open hours enhancement at seven District branches (Albert Campbell, Albion, Barbara Frum, Brentwood, Don Mills, Maria A. Shchuka and York Woods) and Toronto Reference Library totalling 1,794 hours per year for a cost of \$0.250 million, including four full-time equivalent positions.*
2. *requests the City Librarian and staff to include in the 2014 operating budget an additional \$250,000 in savings or revenue enhancements with the aim of launching an “open hours” programming expansion option for 2014.*

**MOTIONS:***Moved by K. Korinek, seconded by Councillor Doucette, and carried:**That the Toronto Public Library Board:*

1. *approves the 2013 operating budget submission of \$165.167 million net (\$180.620 million gross), which represents a \$0.680 million or 0.4% net increase over the 2012 budget comprised of:*
  - a. *a base budget of \$164.917 million net (\$180.370 million gross), which represents a \$0.430 million or 0.3% net increase over the 2012 budget; and*
  - b. *open hours enhancement at seven District branches and Toronto Reference Library totalling 1,794 hours per year for a cost of \$0.250 million including four full-time equivalent positions.*

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**Budget Committee – continued****b. 2013 Operating Budget Submission – continued**

Recorded Vote Requested:

Yes – 8

Lindsay Colley, Councillor Janet Davis, Councillor Sarah Doucette, Michael Foderick, Kimberley Korinek, Cameron MacKay, Benjamin Wulffhart, Andrea Zammit

No – 4

Councillor Paul Ainslie, Ross Parry, Councillor Jaye Robinson, Kenneth Stewart.

***Moved by Councillor Ainslie, seconded by K. Stewart, and redundant:******That the Toronto Public Library Board:***

1. *deletes Recommendation 1 and approves an operating budget submission of \$164.487 million net (\$179.940 million gross), which meets the target of a 0% increase, to be achieved by:*
  - a. *foregoing the 2013 economic adjustment for collections for a savings of \$0.299 million; and*
  - b. *approving an unallocated budget reduction of \$0.131 million, and staff being requested to report back on additional budget savings in non-service areas.*

***Moved by M. Foderick, seconded by B. Wulffhart, and redundant:******That the Toronto Public Library Board:***

1. *deletes Recommendation 1;*
2. *approves an operating budget submission of \$164.487 million net (\$179.940 million gross), which meets the target of a 0% increase, to be achieved by:*
  - a. *foregoing the 2013 economic adjustment for collections for a savings of \$0.299 million;*
  - b. *approving \$0.250 million in expanded open hours as recommended by the Budget Committee; and*
  - c. *approving an unallocated budget reduction of \$0.380 million and staff being requested to report back on additional budget savings in non-service areas.*

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**Budget Committee – continued****b. 2013 Operating Budget Submission – continued**

*Moved by Councillor Davis, seconded by Councillor Doucette, and redundant:  
That the Toronto Public Library Board:*

1. *adopts the staff-recommended budget of \$164,917 million net, or an increase of .3%, if the recommendation of the Budget Committee fails.*

*Moved in amendment by K. Stewart, seconded by M. Foderick, and carried:  
That the Toronto Public Library Board:*

2. *requests the City Librarian and staff to include in the 2014 operating budget an additional \$250,000 in savings or revenue enhancements with the aim of launching an “open hours” programming expansion option for 2014.*

The motion as amended was carried.

**12-179 Non-Union Compensation for 2013**

Dan Keon, Director, Human Resources provided an overview of the *Non-Union Compensation for 2013* report.

*Moved by R. Parry, seconded by K. Stewart, and carried:*

*That the Toronto Public Library Board:*

1. *adopts the same market-rate adjustments and performance pay increases for 2013, for non-union employees, as were approved by City Council for City non-union employees, and as identified below:*
  - a. *A new Performance Pay system is introduced effective January 1, 2013, based on the assessment of work performance in 2012, with performance ratings and pay increases for progression through the salary range, as follows: Unsatisfactory – 0%; Meets Most But Not All Expectations and/or Developmental – 1% ; and Meets Expectations – 2%; and Exceeds Expectations – 3%;*
  - b. *For those employees who have reached the top of the salary range, there is a re-earnable lump sum payment of up to 0%, 1%, 2% or 3%, based on the 2012 performance rating, and 2012 earnings;*
  - c. *The annual market-rate adjustment (cost-of-living) will be 1.9%;*
  - d. *The market-rate adjustment and performance pay adjustment are effective January 1, 2013; and*

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- e. *The new Performance Pay system includes ‘targets for the allocation of performance ratings, as follows:*

<i><b>Performance Review Levels</b></i>	<i><b>Performance Target Allocations*</b></i>	<i><b>Performance Financial Rewards</b></i>
<i>Unsatisfactory</i>	<i>3% of staff complement</i>	<i>0%</i>
<i>Meets Most But Not All Expectations and/or Developmental</i>	<i>10% of staff complement</i>	<i>1%</i>
<i>Meets Expectations</i>	<i>70% of staff complement</i>	<i>2%</i>
<i>Exceeds Expectations</i>	<i>Up to 20% of staff complement</i>	<i>3%</i>

*\*Approximate allocations*

**12-180 Councillor Use of Library Space Policy**

***Moved by Councillor Doucette, seconded by K. Stewart, and redundant:***

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

1. *approves the Councillor Use of Library Space Policy (Attachment 1) and the revised Auditorium, Meeting Room and Theatre Rental Policy (Attachment 2); and*
2. *authorizes and directs appropriate Library staff to take the necessary action to give effect thereto.*

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

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

3. *continues the practice under the current Auditorium, Meeting Room and Theatre Rental Policy, with regard to Councillor Use of Library Space Policy.*

***Moved in amendment by Councillor Davis, seconded by Councillor Doucette, and defeated:***

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

4. *defers consideration of this item, and informs the City Manager, Deputy Mayor Doug Holyday that the Board wishes to maintain its current policies and requests them to initiate a reconsideration of the “Policy on Councillor Use of Civic Space.”*

The motion as amended was carried.

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**Items for Information:****12-181 Toronto Reference Library Capital Project – Award of Construction Tenders under Pre-approval Authorization – for the Quarter ending September 30, 2012***Moved by K. Korinek, seconded by B. Wulffhart, and carried:**That the Toronto Public Library Board:*

1. receives the Toronto Reference Library Capital Project – Award of Construction Tenders under Pre-approval Authorization – for the Quarter ending September 30, 2012 report for information.

**12-182 Board Resolutions – Status Report***Moved by R. Parry, seconded by Councillor Doucette, and carried:**That the Toronto Public Library Board:*

1. receives the Board Resolutions – Status Report for information.

**12-183 Closed Meeting**

At 9:40 p.m., it was:

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

1. conducts a Closed meeting as the subject matter being considered is the security of the property of the Board (Naming Opportunity – Perth/Dupont Branch Expansion Campaign).

At 9:55 p.m. the Board resumed its meeting in public.

**Adoption of Closed Meeting Action:****12-184 Naming Opportunity – Perth/Dupont Branch Expansion Campaign***Moved by R. Parry, seconded by Councillor Doucette, and carried:**That the Toronto Public Library Board:*

1. adopts the confidential recommendations in Attachment 1, including approval of a framework of potential naming opportunities in association with a Toronto Public Library (TPL) Foundation and Junction Triangle Library Expansion Committee Campaign effort to raise money in support of an expanded Perth/Dupont Branch; and
2. holds the naming opportunities in confidence until such time that a naming opportunity is submitted to the Board for approval.



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**12-185 Adjournment**

*Moved by R. Parry, seconded by Councillor Doucette, and carried:*

*That the Toronto Public Library Board:*

- 1. adjourns the October 22, 2012 Toronto Public Library Board meeting.*

The meeting ended at 10:00 p.m.

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