



Toronto Public Library Board – Draft Meeting Minutes

Meeting Details

Meeting Number: 08

Date: Monday, September 29, 2025

Time: 6:03 p.m. to 7:43 p.m.

Location: Toronto Reference Library, Boardroom, 789 Yonge Street and
via WebEx

Members Present (in person)

Alim Remtulla (Chair)

Jonathan Hoss (Vice Chair)

Deputy Mayor Paul Ainslie

Tamara Balan

Ben Liu

Amina Mohamed

Members Present (via WebEx)

Serda Evren

Deputy Mayor Amber Morley

Soo Wong

Regrets

Sakariya Ahmed

25-174 Call to Order

Alim Remtulla, Chair, called the meeting to order at 6:03 p.m. and welcomed all to the meeting.

Alim then introduced Moe Hosseini-Ara, City Librarian.

Moe addressed the Board for the first time in his new role and shared details of his priorities as City Librarian.

Moe recognized that it is important to acknowledge that the land on which Toronto Public Library is located is Indigenous. He indicated this is the traditional territory of the Haudenosaunee Confederacy, the Wendat, and the Mississaugas of the Credit First Nation. Toronto Public Library gratefully acknowledges these Indigenous nations for their guardianship of this land.

Moe then introduced the participants in the meeting.

25-175 Declarations of Conflicts of Interest

There were no *Declarations of Conflicts of Interest* by members of the Library Board at the September 29, 2025 meeting.

25-176 Approval of Agenda

Moved by Tamara Balan, **seconded by** Jonathan Hoss:

That the Toronto Public Library Board:

1. approves the agenda.

Carried

25-177 Confirmation of June 23, 2025 Toronto Public Library Board Meeting Minutes

Moved by Deputy Mayor Paul Ainslie, **seconded by** Amina Mohamed:

That the Toronto Public Library Board:

1. confirms the minutes of the June 23, 2025 Toronto Public Library Board meeting.

Carried

25-178 Confirmation of June 23, 2025 Toronto Public Library Board Closed Meeting Minutes

Moved by Tamara Balan, **seconded by** Soo Wong:

That the Toronto Public Library Board:

1. confirms the minutes of the June 23, 2025 Toronto Public Library Board closed meeting.

Carried

25-179 Approval of Consent Agenda Items

Moved by Amina Mohamed, **seconded by** Jonathan Hoss:

That the Toronto Public Library Board:

1. approves the consent agenda.

Carried

25-180 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the September 29, 2025 meeting.

25-181 City Librarian's Report (Received by Consent)

That the Toronto Public Library Board:

1. receives the City Librarian's Report for information.

Carried

25-182 Communications

There were no *Communications* items at the September 29, 2025 meeting.

25-183 Presentations:

There were no *Presentations* at the September 29, 2025 meeting.

25-184 TPL Board Education – 2SLGBTQ+ Services

Pam Ryan, Director, Service Development & Innovation, Leesa Tossios, Senior Manager, Lillian H. Smith / Northern District Area, and Alex Carruthers, Senior Manager, Innovation, Learning & Service Planning, delivered a presentation on 2SLGBTQ+ Services at TPL.

The presentation offered a comprehensive overview of the diverse 2SLGBTQ+ initiatives at TPL that advance inclusion and representation across programs, collections, services, and spaces. It also highlighted the valuable resources, staff training, and support provided by the 2SLGBTQ+ Services Committee and the Pride Alliance Steering Committee.

Moved by Ben Liu, seconded by Jonathan Hoss:

That the Toronto Public Library Board:

1. receives the 2SLGBTQ+ Services presentation for information.

Carried

Items for Action

25-185 Capital Budget Adjustment and Monitoring Report – June 30, 2025

Marco Cuoco, Director, Finance & Chief Financial Officer, and Alice Yu, Senior Manager, Budget & Financial Reporting reviewed highlights of the report for the Board.

Moved by Amina Mohamed, seconded by Deputy Mayor Paul Ainslie:

That the Toronto Public Library Board:

1. endorses the acceleration of a total of \$4.304 million gross and debt cash flow from 2028 and 2029 to 2027 for the Multi-Branch Renovation Program project;
2. endorses a budget transfer of \$7.359 million gross and debt from the Multi-Branch Renovation Program into the Pleasant View Renovation and Expansion Project as per the following:
 - a. \$4.304 million for 2027; and
 - b. \$3.055 million for 2028
3. authorizes staff to forward the capital budget adjustments in recommendations 1 and 2 to the City for approval; and
4. receives for information the six months ending June 30, 2025, capital monitoring report detailing spending against capital projects to date and a preliminary 2025 year-end forecast for the TPL 2025 capital budget as outlined in attachment 1.

Carried

25-186 Integrated Library System Hosting – Award of Contract

Steve Till-Rogers, Director, Digital Strategy & Chief Information Officer, and Liana Mandel, Senior Manager, Enterprise Applications reviewed highlights of the report for the Board.

Moved by Tamara Balan seconded by Deputy Mayor Amber Morley:

That the Toronto Public Library Board:

1. *approve a contract with SirsiDynix (Canada) Inc. for the supply and provision of a hosted version of the Symphony Integrated Library System for a five-year term at a value not to exceed \$3,022,037, excluding HST.*

Carried

25-187 Food and Alcohol Policy (Approved by Consent)

That the Toronto Public Library Board:

1. *approves the Food and Alcohol Policy, appended as Attachment 1;*
2. *rescinds the Alcohol Policy (2002), appended as Attachment 2; and*
3. *amends the Community and Event Space Rental Policy, to clarify that alcohol is not permitted in community space rentals during library hours, and any exceptions for after-hours must be approved.*

Carried

25-188 Woodside Square Branch Relocation and Expansion – New Lease Agreement (Approved by Consent)

That the Toronto Public Library Board:

- 1. endorses a new lease agreement for the Woodside Square branch with Woodside Investment Management Inc. for Unit 159B and 167 at Woodside Square Mall, for a 10-year term expected to start after the nine-month fixturing term on December 1, 2026, with an option to extend the lease for one additional ten (10) year term, substantially on terms and conditions set out in Appendix A;*
- 2. authorizes the City Librarian to act on its behalf to seek City approvals and execute the lease and related documentation; and*
- 3. requests City Council to approve a Municipal Capital Facility Agreement for the leased space.*

Carried

25-189 Enterprise Service Management – Award of Contract (Approved by Consent)

That the Toronto Public Library Board:

- 1. award a contract to Telus Corporation for the supply of ServiceNow software licenses for a three-year term at a cost of \$944,756, excluding HST.*

Carried

25-190 Incident Report Management System Software Replacement – Award of Contract (Approved by Consent)

That the Toronto Public Library Board:

- 1. award a contract to Resolver Inc. For licensing subscriptions and implementation of an Incident Reporting Management System (IRMS) for a total value of up to \$1,017,625 excluding Harmonized Sales Tax (HST), comprised of:
 - 1. A three-year base term with a contract value of \$626,025*
 - 2. Two one-year optional renewal periods, at the sole discretion of the City Librarian, each term valued at \$195,800, for a total potential additional contract value of \$391,600, excluding HST.**

Carried

25-191 Library Shelving – Award of Contract (Approved by Consent)

That the Toronto Public Library Board:

1. award a contract to Ven-Rez Product Ltd. for the supply and installation of library shelving and accessories for a total potential value of \$3,025,000, excluding Harmonized Sales Tax (HST) comprised of:
 - a. three-year base term from October 1, 2025, to September 30, 2028, with a contract value of \$1,825,000; and
 - b. two one-year option renewal periods, subject to satisfactory performance and at the sole discretion of the City Librarian, for a total potential additional contract value of \$1,200,000 comprised of:
 - i) October 1, 2028, to September 30, 2029, for \$600,000
 - ii) October 1, 2029, to September 30, 2030, for \$600,000

Carried

25-192 Biblio Bash at the Toronto Reference Library – April 23, 2026 (Approved by Consent)

That the Toronto Public Library Board:

1. approves the request from the Toronto Public Library Foundation to host the 2026 Biblio Bash gala fundraiser at the Toronto Reference Library on Thursday, April 23, 2026, including full closure of the branch on April 23, 2026.

Carried

Items for Information

25-193 Strategic Plan 2025-2029 – Public Rollout

Brian Francis, Senior Manager, Marketing Communications & Creative Spaces provided a verbal report to the Board.

Alim requested that, as part of the rollout strategy, consideration be given to how to effectively close the loop with major donors at the TPL Foundation, City Councillors, and other key contributors who have played a significant role in shaping the strategic plan.

Moved by Deputy Mayor Paul Ainslie, **seconded by** Deputy Mayor Amber Morley:

That the Toronto Public Library Board:

1. receives the Strategic Plan 2025-2029 – Public Rollout verbal report for information.

Carried

25-194 2026 Operating Budget – Status Update

Marco Cuoco, Director, Finance & Chief Financial Officer, and Alice Yu, Senior Manager, Budget & Financial Reporting reviewed highlights of the report for the Board.

Moved by Amina Mohamed, seconded by Serda Evren:

That the Toronto Public Library Board:

1. receives the 2026 Operating Budget – Status Update report for information.

Carried

25-195 2026-2035 Capital Budget and Plan – Status Update

Marco Cuoco, Director, Finance & Chief Financial Officer, and Alice Yu, Senior Manager, Budget & Financial Reporting reviewed highlights of the report for the Board.

Moved by Ben Liu, seconded by Serda Evren:

That the Toronto Public Library Board:

1. receives the 2026-2035 Capital Budget and Plan – Status Update report for information.

Carried

25-196 Operating Budget Monitoring Report – June 30, 2025

Marco Cuoco, Director, Finance & Chief Financial Officer, and Alice Yu, Senior Manager, Budget & Financial Reporting reviewed highlights of the report for the Board.

Moved by Soo Wong, seconded by Amina Mohamed:

That the Toronto Public Library Board:

1. receives the Operating Budget Monitoring Report – June 30, 2025 for information.

Carried

25-197 IT Security – Annual Report

Steve Till-Rogers, Director, Digital Strategy & Chief Information Officer, and Frank Kim, Manager, IT Security & Enterprise Architecture reviewed highlights of the report for the Board.

Moved by Deputy Mayor Amber Morley, **seconded by** Soo Wong:

That the Toronto Public Library Board:

1. receives the IT Security – Annual Report report for information.

Carried

Closed Meeting

25-198 Closed Meeting

At 7:11 p.m., it was:

Moved by Amina Mohamed, **seconded by** Ben Liu:

That the Toronto Public Library Board:

1. conducts a Closed meeting as the subject matter being considered (IT Security – Annual Report – Confidential Attachment 1) involves the security of the property of the Board. Public Libraries Act, R.S.O. 1990, Chapter P. 44, s. 16.1(4).

Carried

At 7:41 p.m., the Board resumed its meeting in public.

25-199 Adoption of Closed Meeting Actions: IT Security – Annual Report

Moved by Ben Liu, **seconded by** Jonathan Hoss:

That the Toronto Public Library Board:

1. receives the IT Security – Annual Report Confidential Attachment for information.

Carried

25-200 Adjournment

Moved by Amina Mohamed, **seconded by** Deputy Mayor Paul Ainslie:

That the Toronto Public Library Board:

1. adjourns the September 29, 2025 Toronto Public Library Board meeting.

Carried

The meeting ended at 7:43 p.m.

Signed: _____