



Toronto Public Library Board – Draft Meeting Minutes

Meeting Details

Meeting Number: 10

Date: Monday, December 01, 2025

Time: 6:01 p.m. to 8:15 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

Ben Liu

Members Present (via WebEx)

Serda Evren

Amina Mohamed

Soo Wong

Regrets

Sakariya Ahmed

Tamara Balan

Deputy Mayor Amber Morley

25-225 Call to Order

Alim Remtulla, Chair, called the meeting to order at 6:01 p.m. and welcomed all to the meeting.

Alim then introduced Moe Hosseini-Ara, 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.

25-226 Declarations of Conflicts of Interest

There were no *Declarations of Conflicts of Interest* by members of the Library Board at the December 01, 2025 meeting.

25-227 Approval of Agenda

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

That the Toronto Public Library Board:

1. approves the agenda.

Carried

25-228 Confirmation of October 27, 2025 Toronto Public Library Board

Meeting Minutes

Moved by Serda Evren, **seconded by** Jonathan Hoss:

That the Toronto Public Library Board:

1. confirms the minutes of the October 27, 2025 Toronto Public Library Board meeting.

Carried

25-229 Confirmation of November 13, 2025 City Librarian Performance

Review Committee Meeting Minutes

Moved by Jonathan Hoss, **seconded by** Serda Evren:

That the Toronto Public Library Board:

1. *confirms the minutes of the November 13, 2025 City Librarian Performance Review Committee meeting.*

Carried

25-230 Confirmation of November 13, 2025 City Librarian Performance Review Committee Closed Meeting Minutes

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

That the Toronto Public Library Board:

1. *confirms the minutes of the November 13, 2025 City Librarian Performance Review Committee closed meeting.*

Carried

25-231 Approval of Consent Agenda Items

Moved by Ben Liu, **seconded by** Deputy Mayor Paul Ainslie:

That the Toronto Public Library Board:

1. *approves the consent agenda.*

Carried

25-232 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the December 01, 2025 meeting.

25-233 City Librarian's Report (Received by Consent)

That the Toronto Public Library Board:

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

Carried

25-234 Communications

There were no *Communications* items at the December 01, 2025 meeting.

25-235 Presentations:

There were no *Presentations* at the December 01, 2025 meeting.

25-236 TPL Board Education – City Librarian Innovation Challenge

Pam Ryan, Director, Service Development & Innovation, and Natalie Colaiacovo, Manager, innovation, delivered a presentation on the City Librarian Innovation Challenge (CLIC).

The presentation provided an update on several CLIC projects that support the strategic priority of fostering social connection and reducing social isolation. It highlighted the meaningful and positive impact these initiatives are having across diverse communities.

Moved by Jonathan Hoss, seconded by Deputy Mayor Paul Ainslie:

That the Toronto Public Library Board:

1. *receives the City Librarian Innovation Challenge presentation for information.*

Carried

Items for Action

25-237 Revised 2026 Operating Budget Submission

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 Jonathan Hoss:

That the Toronto Public Library Board:

1. *approve the revised 2026 operating budget submission of \$274.378 net (\$296.057 million gross), which represents a \$19.834 million net (\$22.756 million gross), or 7.8%, increase over the 2025 operating budget as detailed in Attachment 1, and is comprised of:*
 - a. *a base budget of \$273.813 million net (\$293.818 million gross), which represents an increase of \$19.269 million net (\$20.517 million gross), or 7.6%, inclusive of:*
 - i. *annualization of prior year approvals of \$10.338 million net (\$9.717 million gross), or 4.1%*
 - ii. *base budget changes for incremental staffing and benefit costs of \$10.338 million net and gross, or 4.1%; and*
 - iii. *other base budget changes resulting in a reduction of \$1.599 million net (\$0.462 million gross increase), or*

-0.6%.

b. *service enhancement requests totalling \$0.565 million net (\$2.239 million gross), or 0.2%.*

2. *authorizes staff to forward the revised 2026 operating budget submission to the City for consideration.*

Carried

25-238 Revised 2026-2035 Capital Budget and Plan Submission

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

That the Toronto Public Library Board:

1. *approves the revised 2026-2035 Capital Budget and Plan submission of \$101.832 million gross (\$54.399 million debt) for 2026 (including \$1.732 million of 2025 carry-forwards) and \$670.695 million gross (\$488.075 million debt) over 2026-2035, comprised of 19 projects as detailed in Attachment 1;*
2. *authorizes staff to forward this revised capital budget and plan submission to the City for consideration.*

Carried

25-239 Capital Budget Adjustment Monitoring Report - September 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 Ben Liu, seconded by Amina Mohamed:

That the Toronto Public Library Board:

1. *endorses the following \$14.025 million cash flow accelerations including:*
 - a. *accelerate a total of \$5.114 million gross (\$5.073 million debt) cash flow from 2026 - 2029 to 2025 for the Multi-Branch Renovation Program project;*

- b. accelerate a total of \$2.513 million gross and debt cash flow from 2027 to 2025 for the Centennial Reconstruction and Expansion project;
 - c. accelerate a total of \$6.386 million gross and debt cash flow from 2029 to 2025 for the Dawes Road Reconstruction and Expansion project; and
 - d. accelerate a total of \$0.012 million gross and debt cash flow from 2026 to 2025 for the Yorkville Renovation project.
 - 2. endorses a 2025 budget transfer of \$0.529 million gross (\$0.126 million debt) from the Flemingdon Park renovation, High Park renovation and expansion, Northern District Exterior, and Parliament Street relocation and expansion projects into the following two projects:
 - a. Bridlewood Branch Relocation \$0.419 million; and
 - b. Junction Triangle – Construction \$0.110 million.
 - 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 capital budget monitoring report for the period ending September 30, 2025 detailing spending against capital projects to date and a 2025 year-end forecast for the TPL 2025 capital budget as outlined in Attachment 1.

Carried

25-240 Security Camera Policy

Alyssa van Graft, Director, Enterprise Projects and Facilities Management, and Steve Rivera, Manager, Public Safety presented highlights of the report for the Board.

Moved by Serda Evren, seconded by Soo Wong:

That the Toronto Public Library Board:

- 1. approve the Security Camera Policy as outlined in Attachment 1;
- 2. rescind the Security Video Surveillance Policy (2018) appended as Attachment 2; and
- 3. direct Library staff to develop a phased Implementation Plan that includes short, medium, and long-term initiatives.

Carried

25-241 Specialized Professional Services – Award of Contract

Alyssa van Graft, Director, Enterprise Projects and Facilities Management, and Steve Till-Rogers, Director, Digital Strategy & Chief Information Officer reviewed highlights of the report for the Board.

Moved by Jonathan Hoss, ***seconded by*** Soo Wong:

That the Toronto Public Library Board:

1. *award a contract to LanceSoft, Inc. for the non-exclusive supply of specialized professional services for a potential value of \$8,743,000 excluding HST, comprised of:*
 - a. *an initial base term from January 1, 2026, to October 6, 2027, with a contract value of \$3,450,000; and*
 - b. *two one-year optional renewal periods, subject to satisfactory performance, to be exercised at the sole discretion of the City Librarian, for a total potential additional contract value of \$5,295,000 comprised of:*
 - i. *October 7, 2027, to October 6, 2028, for \$2,630,000*
 - ii. *October 7, 2028, to October 6, 2029, for \$2,665,000*

Carried

25-242 Specialized Professional Services – Extension of Contract

Alyssa van Graft, Director, Enterprise Projects and Facilities Management, and Steve Till-Rogers, Director, Digital Strategy & Chief Information Officer reviewed highlights of the report for the Board.

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

That the Toronto Public Library Board:

1. *approves an extension of contract with S.i. Systems for the supply of specialized professional resources for the period of January 1 to December 31, 2026, increasing the contract by \$2.1 million, excluding Harmonized Sales Tax (HST), increasing the value of the commitment from \$13.5 million to \$15.6 million for the period March 1, 2022 to December 31, 2026.*

Carried

25-243 Display and Distribution of Information to the Public Policy (Approved by Consent)

That the Toronto Public Library Board:

1. *approves the updated Display and Distribution of Information to the Public Policy, appended as Attachment 1.*

Carried

25-244 Designated Holidays and Floating Holidays Policy (Approved by Consent)

That the Toronto Public Library Board:

1. *approves the revised Designated Holidays and Floating Holidays Policy appended as Attachment 1.*

Carried

25-245 Donations of Gifts-in-Kind to Special Collections Policy (Approved by Consent)

That the Toronto Public Library Board:

1. *approves the updated Donations of Gifts-in-Kind to Special Collections, appended as Attachment 1; and*
2. *amends the Materials Selection Policy, to clarify that Tax receipts are issued only for items that meet the selection guidelines and are accepted into the collection and are in accordance with the Gifts-in-Kind to Special Collections Policy.*

Carried

25-246 Flemingdon Park Refresh Project – Branch Closure (Approved by Consent)

That the Toronto Public Library Board:

1. *approves the closure of the Flemingdon Park branch for renovation for approximately eight months.*

Carried

25-247 2026 Interim Budget Estimates (Approved by Consent)

That the Toronto Public Library Board:

1. *adopts the 2026 interim operating budget of \$84.000 million net (\$90.189 million gross), subject to City Council approval; and*

2. *adopts the 2026 interim capital budget of \$29.593 million gross (\$14.808 million debt), subject to City Council approval.*

Carried

Items for Information

25-248 Audit Plan for the Year Ending December 31, 2025 (Received by Consent)

That the Toronto Public Library Board:

1. *receives the Audit Plan for the Year Ending December 31, 2025 for information.*

Carried

25-249 Operating Budget Monitoring Report – September 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 – September 30, 2025 report for information.*

Carried

25-250 Youth Hub Service Update and Expansion Plan

Pam Ryan, Director, Service Development & Innovation, and Lisa Heggum, Senior Manager, Youth Services reviewed highlights of the report for the Board.

Moved by Ben Liu, seconded by Soo Wong:

That the Toronto Public Library Board:

1. *receives the Youth Hub Service Update and Expansion Plan report for information.*

Carried

25-251 St. Lawrence Branch Relocation - Update

Heather Mathis, Acting Director, Branch Operations & Customer Experience reviewed highlights of the report for the Board. Deputy

Mayor Paul Ainslie called for a recorded vote on this item, which passed unanimously.

Moved by Jonathan Hoss, seconded by Serda Evren:

That the Toronto Public Library Board:

1. *receives the St. Lawrence Branch Relocation - Update report for information.*

Carried

25-252 Reimagining tpl.ca (the Digital Experience Platform Project) - Update

Lisa Radha Vohra, Director, Collections & Membership Services, and Linda Hazzan, Director, Communications, Programming & Customer Engagement provided a verbal report to the Board.

Moved by Deputy Mayor Paul Ainslie, seconded by Jonathan Hoss:

That the Toronto Public Library Board:

1. *receives the Reimagining tpl.ca (the Digital Experience Platform Project) verbal report for information.*

Carried

Closed Meeting

25-253 Closed Meeting

At 7:42 p.m., it was:

Moved by Jonathan Hoss, seconded by Soo Wong:

That the Toronto Public Library Board:

1. *conducts a Closed meeting as the subject matter being considered (Deer Park Branch Relocation- Update and Potential New Branch Opportunity) involves the security of the property of the Board; and (City Librarian Performance Review Committee Update) involves personal information about an identifiable individual. Public Libraries Act, R.S.O. 1990, Chapter P. 44, s. 16.1(4).*

Carried

At 8:14 p.m., the Board resumed its meeting in public.

25-254 Adoption of Closed Meeting Actions: Deer Park Branch Relocation - Update

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

That the Toronto Public Library Board:

1. receives the Deer Park Branch Relocation - Update verbal report for information.

Carried

25-255 Adoption of Closed Meeting Actions: Potential New Branch Opportunity

Moved by Deputy Mayor Paul Ainslie, **seconded by** Soo Wong:

That the Toronto Public Library Board:

1. approves the recommendations in the Potential New Branch Opportunity confidential report.

Carried

25-256 Adoption of Closed Meeting Actions: City Librarian Performance Review Committee Update

Moved by Jonathan Hoss, **seconded by** Serda Evren:

That the Toronto Public Library Board:

1. receives the City Librarian Performance Review Committee Update verbal report for information.

Carried

25-257 Adjournment

Moved by Amina Mohamed, **seconded by** Soo Wong:

That the Toronto Public Library Board:

1. adjourns the December 01, 2025 Toronto Public Library Board meeting.

Carried

The meeting ended at 8:15 p.m.

Signed:_____