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## STAFF REPORT ACTION REQUIRED

### Toronto Public Library Board April Meeting – Revised Date

**Date:** February 24, 2025  
**To:** Toronto Public Library Board  
**From:** City Librarian

#### SUMMARY

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This report provides details of a proposed date change for the April 22, 2025 Toronto Public Library Board meeting, as required by the Board's Procedural by-law.

Moving the date of the April 2025 Library Board meeting from Tuesday, April 22 to Monday, April 28 is being considered at the Board Chair's request. It would help secure quorum for the Library Board and ensure that the meeting could go ahead as planned.

## RECOMMENDATIONS

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### **The City Librarian recommends that the Toronto Public Library Board:**

1. moves the date of the April 2025 Library Board meeting from Tuesday, April 22 to Monday, April 28, 2025.

## FINANCIAL IMPACT

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There is no financial impact associated with this report.

The Director, Finance & CFO has reviewed this financial impact statement and agrees with it.

## DECISION HISTORY

At its January 27, 2025 meeting, the Library Board approved the [Toronto Public Library Board – 2025 Meeting Dates Schedule](#).

## ISSUE BACKGROUND

Section 16(1) of the [Public Libraries Act](#) requires that a board shall hold at least seven regular meetings in each year. The Board's meeting schedule provides for nine meetings in 2025 (not including Special meetings). This schedule is developed around the meeting schedule provided by the City for Council and its Committees.

In accordance with the Toronto Public Library Board Procedural By-law, Section 8 – Scheduled Meetings of the Board, *any change in the date, time or location of any meeting must be approved by the Chair or by Board resolution.*

## COMMENTS

Moving the date of the April 2025 Library Board meeting from Tuesday, April 22 to Monday, April 28 is being considered at the Board Chair's request. It would help secure quorum for the Library Board and ensure that the meeting could go ahead as planned.

The following dates are proposed for the remainder of meetings of the Toronto Public Library Board in 2025. All meetings begin at 6:00 pm.

- Monday, March 24
- Monday, April 28
- Monday, May 26
- Monday, June 23
- Monday, September 29
- Monday, October 27
- Monday, December 01

## CONTACT

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## SIGNATURE

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Vickery Bowles  
City Librarian