MINUTES

Toronto Public Library Board
Meeting No. 6: Monday, May 30, 2016, from 6:05 p.m. to 6:45 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

---

Members Present:
Mr. Ron Carinci (Chair)
Ms. Lindsay Colley (Vice Chair)
Councillor Sarah Doucette
Councillor Mary Fragedakis
Ms. Sue Graham-Nutter
Ms. Dianne LeBreton
Mr. Strahan McCarten
Mr. Ross Parry
Ms. Archana Shah
Ms. Eva Svec

Regrets:
Councillor Paul Ainslie

16-102 Call to Order

Ron Carinci called the meeting to order at 6:05 p.m. Vickery Bowles, City Librarian introduced Pam Ryan, Director, Service Development and Innovation.

16-103 Declarations of Conflicts of Interest

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

16-104 Approval of Agenda

Moved by *R. Parry,* ***seconded by*** *E. Svec:*
That *the Toronto Public Library Board approves the agenda as revised to:*

1. *add a report under Agenda Item No. 13 – Communications; and*
2. *add a Presentation from Miroslav Glavic regarding Agenda Item No. 23 – Accounts Written-off in 2015.*

Carried

Toronto Public Library Board
Meeting No. 6: Monday, May 30, 2016, from 6:05 p.m. to 6:45 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

16-105 Confirmation of April 18, 2016 City Librarian Performance Review Committee Meeting Minutes

Moved by *E. Svec,* ***seconded by*** *A. Shah:*
That *the Toronto Public Library Board:*

1. *confirms the Minutes of the April 18, 2016 City Librarian's Performance Review Committee meeting.*

Carried

16-106 Confirmation of April 18, 2016 City Librarian Performance Review Committee Closed Meeting Minutes

Moved by *E. Svec,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

1. *confirms the Minutes of the April 18, 2016 City Librarian's Performance Review Committee Closed meeting.*

Carried

16-107 Confirmation of April 25, 2016 Toronto Public Library Board Meeting Minutes

Moved by *L. Colley,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

1. *confirms the Minutes of the April 25, 2016 Toronto Public Library Board meeting.*

Carried

16-108 Confirmation of April 25, 2016 Toronto Public Library Board Closed Meeting Minutes

Moved by *E. Svec,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

1. *confirms the Minutes of the April 25, 2016 Toronto Public Library Board Closed meeting.*

Carried

Toronto Public Library Board
Meeting No. 6: Monday, May 30, 2016, from 6:05 p.m. to 6:45 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

16-109 Confirmation of May 6, 2016 Toronto Public Library Board Special Meeting Minutes

Moved by *Councillor Fragedakis,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

1. confirms the Minutes of the May 6, 2016 Toronto Public Library Board Special meeting.

Carried

16-110 Confirmation of May 6, 2016 Toronto Public Library Board Special Closed Meeting Minutes

Moved by *Councillor Fragedakis,* ***seconded by*** *E. Svec:*
That *the Toronto Public Library Board:*

1. confirms the Minutes of the May 6, 2016 Toronto Public Library Board Special Closed meeting.

Carried

16-111 Approval of Consent Agenda Items

Moved by *Councillor Fragedakis,* ***seconded by*** *E. Svec:*
That *the Toronto Public Library Board:*

1. approves the consent agenda and all other items not held on consent.

Carried

The following items were held for further consideration:

- *City Librarian's Report*
- *Operating Budget Monitoring Report – March 31, 2016*

16-112 Business Arising from the Minutes

There were no Business Arising from the Minutes items at the May 30, 2016 meeting.

16-113 City Librarian's Report

Moved by *Councillor Doucette,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

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

Carried

Toronto Public Library Board
Meeting No. 6: Monday, May 30, 2016, from 6:05 p.m. to 6:45 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

16-114 Communications

Library Board Decision

The Toronto Public Library Board on May 30, 2016 adopted the following:
Moved by *Councillor Fragedakis,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

1. *receives Communication (a) from Marilyn Toft, Manager, City Clerk's Office to Vickery Bowles, City Librarian, Toronto Public Library dated May 27, 2016 regarding the resignation of Councillor Ana Bailão from the Toronto Public Library Board effective May 26, 2016;*
2. *receives Communication (b) from Miroslav Glavic to Patricia Selmes for the Toronto Public Library Board dated May 27, 2016 requesting to address the Board regarding Agenda Item No. 23 – Accounts Written-off in 2015 for information; and*
3. *expresses appreciation to Councillor Ana Bailão for her contributions during her term on the Board.*

Carried as amended

Motions:
See the following:
Moved by *Councillor Fragedakis,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

1. *receives Communication (a) from Marilyn Toft, Manager, City Clerk's Office to Vickery Bowles, City Librarian, Toronto Public Library dated May 27, 2016 regarding the resignation of Councillor Ana Bailão from the Toronto Public Library Board effective May 26, 2016; and*
2. *receives Communication (b) from Miroslav Glavic to Patricia Selmes for the Toronto Public Library Board dated May 27, 2016 requesting to address the Board regarding Agenda Item No. 23 – Accounts Written-off in 2015 for information.*

Amended

Moved in amendment by *R. Parry,* ***seconded by*** *L. Colley:*
That *the Motions moved by Councillor Fragedakis and seconded by L. Colley be amended to add the following Recommendation:*

1. *expresses appreciation to Councillor Ana Bailão for her contributions during her term on the Board.*

Carried

Toronto Public Library Board
Meeting No. 6: Monday, May 30, 2016, from 6:05 p.m. to 6:45 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Presentations

16-115 Miroslav Glavic regarding Agenda Item No. 23 – *Accounts Written-off in 2015*

Mr. Glavic addressed the Board regarding the write-off of fines at the Library.

Moved by *Councillor Doucette,* ***seconded by*** *L. Colley:*
That *the Toronto Public Library Board:*

1. receives the presentation from Miroslav Glavic regarding Agenda Item No. 23 – Accounts Written-off in 2015 for information.

Carried

16-116 Toronto Public Library Board Education – Pop-up Learning Labs

Anne Bailey, Director, Branch Libraries introduced Heather Mathis, Divisional Manager, Branch Libraries and Lina Kim, Senior Services Specialist for Service Innovation. Ms. Mathis and Ms. Kim provided the Board with an overview of Pop-up Learning Labs providing access to new and emerging technology at branches throughout the city.

Moved by *Councillor Fragedakis,* ***seconded by*** *E. Svec:*
That *the Toronto Public Library Board:*

1. receives the Toronto Public Library Board Education – Pop-up Learning Labs verbal report for information.

Carried

Item for Information:

16-117 Audit Year-End Report – December 31, 2015 – Toronto Public Library Board

Ron Carinci introduced Terri McKinnon, Partner, PricewaterhouseCoopers in attendance at the meeting for discussion of the *Audit Year-End Report – December 31, 2015 – Toronto Public Library Board* and the *2015 Audited Financial Statements – Toronto Public Library Board* report.

As required, Ms. McKinnon asked if there was awareness by the Board of any incidences of fraud or any subsequent events that would impact the financial statements. On behalf of the Board, Ron Carinci responded in the negative to both of these questions.

Moved by *R. Parry,* ***seconded by*** *D. LeBreton:*
That *the Toronto Public Library Board:*

1. receives the Audit Year-End Report – December 31, 2015 – Toronto Public Library Board for information.

Carried

Toronto Public Library Board
Meeting No. 6: Monday, May 30, 2016, from 6:05 p.m. to 6:45 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Item for Approval:

16-118 2015 Audited Financial Statements – Toronto Public Library Board

Moved by *Councillor Fragedakis,* ***seconded by*** *S. Graham-Nutter:*
That *the Toronto Public Library Board:*

1. *approves the 2015 Audited Financial Statements of the Toronto Public Library Board, appended as Attachment 1.*

Carried

Items for Approval:

16-119 Notice of Motion

Moved by *Councillor Fragedakis,* ***seconded by*** *Councillor Doucette:*
That *the Toronto Public Library Board:*

1. *requests the City Librarian to report to the Board on the development of a written protocol to address:*
   (a) the role, if any, of Board members during labour negotiations with the Library's bargaining units; and
   (b) an approach to communications with, and updates to, Board members during such negotiations; and
2. *requests in the preparation of her report, the City Librarian considers any protocol established by the City of Toronto that addresses the matters identified in (1) above.*

Defeated

16-120 Eglinton Square Branch – Closure for Renovation and Expansion *(Approved by Consent)*

That *the Toronto Public Library Board:*

1. *approves the closure of the Eglinton Square Branch for approximately seven months; and*
2. *approves the plan for alternate service for the duration of the closure.*

Carried

16-121 North York Central Library – Award of Tender *(Approved by Consent)*

That *the Toronto Public Library Board:*

1. *awards the contract to the lowest bidder, Struct-Con Construction Ltd. for the interior and exterior renovation of North York Central Library, at a cost of $12,342,000, which includes a contingency of $1,122,000 (excluding HST); and*
2. *authorizes and directs the appropriate Library staff to take the necessary action to give effect thereto.*

Carried

16-122 2016 Capital Budget Adjustments *(Approved by Consent)*

That *the Toronto Public Library Board:*

1. *approves the following cash flow reallocations which have no impact on annual debt levels:*
   - 1.1 *accelerate a total of $3.083 million gross ($2.202 million debt and $0.881 Development Charge (DC) funding) cash flow from 2017 to 2016 comprised of: $2.019 million gross and debt for the Albion Library project; $0.681 million gross and DC for the Dawes Road Library project; and $0.383 million gross ($0.183 million debt and $0.200 million DC) for the Multi-Branch State of Good Repair project; and*
   - 1.2 *defer a total of $3.083 million gross ($2.202 million debt and $0.881 DC funding) cash flow from 2016 to 2017 comprised of: $1.460 million gross ($0.579 million debt and $0.881 million DC) for the Wychwood Library project; $0.644 million gross and debt for the Bayview Library project; and $0.979 gross and debt for the St. Clair/Silverthorn Library project.*
2. *approves a $0.042 million gross ($0 debt) increase to the project cost and 2016 cash flow for the Virtual Branch Services project, fully funded by DC and third party donation; and*
3. *authorizes staff to forward these budget adjustments to the City for approval.*

Carried

16-123 Non-union Compensation, 2016 and 2017

Moved by *Councillor Doucette,* ***seconded by*** *L. Colley:*

That *the Toronto Public Library Board:*

1. *adopts the same general annual salary range increases for 2016 and 2017, representing cost of living adjustments, for all Non-union employees of Toronto Public Library, as were approved by Toronto City Council for Non-union employees of the Toronto Public Service, and as identified below:*

Effective Date	General Annual Salary Range Increase
January 1, 2016	1.25%
January 1, 2017	1.25%

Non-union Compensation, 2016 and 2017 – continued

2. approves the same changes to the non-union benefits plan for all Non-union employees of Toronto Public Library, as were approved by the Toronto City Council for Non-union employees of the Toronto Public Service, and as identified in the chart below, and effective January 1, 2017:

Active Employee Benefits Plan Provision Changes – Effective January 1, 2017

Benefit Type	Current Provision	New/Changes to Provisions
Drugs	No requirement for mandatory generic drugs	Mandatory generic drugs Non-generic drugs will be covered upon the insurer's approval of an application completed by the employee's physician confirming that the generic drug is not medically effective, or not medically tolerated.
Orthotic Devices	One device per person per benefit year (for persons 18 and under, the entitlement shall not be limited to one pair of orthotic devices per benefit year)	One device per person every two (2) benefit years (for persons 18 and under, the entitlement shall not be limited to one pair of orthotic devices every two (2) benefit years)
Long-Term Disability (LTD)	Benefit of 75% of basic pre-disability salary	Benefit of 70% of basic pre-disability salary for claims approved after ratification date. In addition, the Library will provide Notice to employees that effective January 1, 2017, the Library will be amending the LTD plan document to provide a salary threshold (Means test) for employees returning to work at 66 and 2/3% of the pre-disability salary (currently at 75%)

Benefit Type	Current Provision	New/Changes to Provisions
Short Term Disability Sick Plan	For first ten (10) years of service, combination of sick pay coverage at 100% and 75% of salary for 130 days. After ten (10) years of service, 130 days at 100% of salary.	1. Sick Occurrences – on the 4th and subsequent new absence in the same calendar year, the employee is paid from the second (2nd) day of the absence. If the employee is hospitalized as an in-patient the absence shall not count as an occurrence. 2. Sick Pay Coverage – will provide compensation for an absent employee for 20 days at 100% of salary and for 110 days at 75% of salary. If not used, the employee can carryover a one-time capped credit of up to 15 of the 20 days compensated at 100% of salary from one year to the next. These carryover days can then only be converted (at a 2 for 1 ratio, for a total of 30 top-up credits), by the employee, to top-up the compensation she receives during an absence in the subsequent year when she would otherwise be compensated at 75% of salary after 20 days.

NOTE: The above noted changes for Drugs and Orthotic Devices would also flow through to the Pre-65 Retiree Benefit Plan, for Non-union employees who retire on or after January 1, 2017, and who are entitled to Pre-65 retiree benefits as outlined in the Library Board Policy.

Non-union Compensation, 2016 and 2017 – continued

3. recommends that the Toronto Public Library Board make a request to City Council for an adjustment to the 2016 operating budget in the amount of $178,252, in order to pay for the 2016 general annual salary range increase; and makes the appropriate adjustment to the 2017 operating budget submission in the amount of the 2017 general annual salary range increase.

Carried

Items for Information:

16-124 Accounts Written-off in 2015 ***(Received for Information by Consent)***

That *the Toronto Public Library Board:*

1. receives the Accounts Written-off in 2015 report for information.

Carried

16-125 2015 Grants ***(Received for Information by Consent)***

That *the Toronto Public Library Board:*

1. receives the 2015 Grants report for information.

Carried

16-126 Operating Budget Monitoring Report – March 31, 2016

Moved by *R. Parry,* ***seconded by*** *L. Colley:*

That *the Toronto Public Library Board:*

1. receives the Operating Budget Monitoring Report – March 31, 2016 for information.

Carried

16-127 Capital Budget Monitoring Report – March 31, 2016 ***(Received for Information by Consent)***

That *the Toronto Public Library Board:*

1. receives the Capital Budget Monitoring Report – March 31, 2016 for information.

Carried

Toronto Public Library Board
Meeting No. 6: Monday, May 30, 2016, from 6:05 p.m. to 6:45 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

16-128 Board Resolutions – Status Report *(Received for Information by Consent)*

That *the Toronto Public Library Board:*

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

Carried

16-129 Adjournment

Moved by *D. LeBreton,* ***seconded by*** *S. Graham-Nutter:*

That *the Toronto Public Library Board:*

1. adjourns the May 30, 2016 Toronto Public Library Board meeting.

Carried

The meeting ended at 6:45 p.m.

Signed: _____