4.

MINUTES

Toronto Public Library Board
Meeting No. 3: Monday, March 21, 2016, from 6:05 p.m. to 8:30 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

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Members Present:
Ms. Lindsay Colley (Vice Chair)
Councillor Paul Ainslie
Councillor Sarah Doucette
Ms. Sue Graham-Nutter
Ms. Dianne LeBreton
Mr. Strahan McCarten
Mr. Ross Parry
Ms. Archana Shah

Regrets:
Councillor Ana Bailão
Mr. Ron Carinci (Chair)
Councillor Mary Fragedakis
Ms. Eva Svec

16-052 Call to Order

Lindsay Colley, Acting Chair, called the meeting to order at 6:00 p.m.

Lindsay Colley and Vickery Bowles, City Librarian expressed appreciation to Linda Mackenzie, Director, Research and Reference and Heather Rumball, President, Toronto Public Library Foundation for their service to the Toronto Public Library Board. Ms. Mackenzie, who is retiring at the end of March and Ms. Rumball, who is leaving also at the end of March, were presented with books from the Board.

16-053 Declarations of Conflicts of Interest

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

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16-054 Approval of Agenda

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

1. *add a Presentation from Miroslav Glavic regarding Agenda Item No. 10 – Toronto Public Library Board Procedural By-law – Revisions.*

Carried

16-055 Confirmation of February 22, 2016 Toronto Public Library Board Meeting Minutes

Moved by *D. LeBreton,* ***seconded by*** *Councillor Doucette:*
That *the Toronto Public Library Board:*

1. *confirms the Minutes of the February 22, 2016 Toronto Public Library Board meeting.*

Carried

16-056 Confirmation of February 22, 2016 Toronto Public Library Board Closed Meeting Minutes

Moved by *S. McCarten,* ***seconded by*** *D. LeBreton:*
That *the Toronto Public Library Board:*

1. *confirms the Minutes of the February 22, 2016 Toronto Public Library Board Closed meeting.*

Carried

16-057 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the March 21, 2016 meeting.

16-058 Chair's Report

Lindsay Colley noted the generous gift of $650,000 from the estate of the late Lilly Quack to the Toronto Public Library Foundation. Ms. Quack designated her gift for the purchase of materials for the visually impaired.

Moved by *A. Shah,* ***seconded by*** *R. Parry:*
That *the Toronto Public Library Board:*

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

Carried

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16-059 Communications

Councillor Doucette expressed appreciation to Archana Shah for her report on the recent Ontario Library Association Superconference regarding Communication (c). She also noted that her office had received more than 1,000 email messages concerning Toronto Public Library staff regarding Communication (a).

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

1. *receives Communication (a) representative of approximately 900 emails sent to Ron Carinci, Chair, Toronto Public Library Board received between March 3 and March 11, 2016 regarding Toronto Public Library staff;*
2. *receives Communication (b) from Ron Carinci, Chair, Toronto Public Library Board, dated March 4, 2016 sent electronically in response to messages [see Communication (a) above] regarding Toronto Public Library staff;*
3. *receives Communication (c) from Archana Shah, Member, Toronto Public Library Board to Board members dated March 10, 2016 reporting on her recent attendance at the Ontario Library Association Superconference.*

Carried

Presentations

16-060 Miroslav Glavic regarding Agenda Item No. 10 – *Toronto Public Library Board Procedural By-law – Revisions*

Mr. Glavic addressed the Board on aspects of the Procedural By-law.

Moved by *R. Parry,* ***seconded by*** *Councillor Doucette:*
That *the Toronto Public Library Board:*

1. *receives the presentation from Miroslav Glavic regarding Agenda Item No. 10 –Toronto Public Library Board Procedural By-law - Revisions for information.*

Carried

Toronto Public Library Board
Meeting No. 3: Monday, March 21, 2016, from 6:05 p.m. to 8:30 p.m.
Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Items for Approval:

16-061 Toronto Public Library Board Procedural By-law – Revisions

Lindsay Colley introduced Karl Druckman, Solicitor, City of Toronto, in attendance at the meeting regarding the proposed revisions to the Toronto Public Library Board Procedural By-law. Mr. Druckman and Elizabeth Glass, Acting Director, Policy, Planning and E-Service Delivery responded to questions from the Board.

Library Board Decision

The Toronto Public Library Board on March 21, 2016 adopted the following:
Moved by *D. LeBreton,* ***seconded by*** *R. Parry:*
That *the Toronto Public Library Board:*

1. *approves the Toronto Public Library Board Procedural By-law (Attachment 2) to come into effect at the April 25, 2016 Board meeting.*
2. *amends the reference to the Chair's Report in the Procedural By-law (Section 29) to be called the City Librarian's Report;*
3. *revises Section 14a to include Board education to Board agendas. The standing item will include internal and industry trends with staff presentations, as required. Board members will be consulted on topics of interest;*
4. *amends Section 6a to add a new subsection (ix), which reads "represents the interests of the Board to the City Librarian;*
5. *amends Section 7c to add a new subsection (viii), which reads "Subject to constraint by Section 6a(iv)"; and*
6. *amends Section 16b(ii) to read, "must relate to an Urgent Matter as determined by the Chair and the Secretary."*

Carried as amended

Motions:

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

1. *approves the Toronto Public Library Board Procedural By-law (Attachment 2) to come into effect at the April 25, 2016 Board meeting.*

Amended

Toronto Public Library Board Procedural By-law – Revisions – continued

Moved in amendment by *Councillor Ainslie,* ***seconded by*** *Councillor Doucette:*
That *the following recommendations be added to Recommendation 1 moved by D. LeBreton and seconded by R. Parry:*

1. *amends the reference to the Chair's Report in the Procedural By-law (Section 29) to be called the City Librarian's Report;*

Carried

2. *revises Section 14a to include Board education to Board agendas. The standing item will include internal and industry trends with staff presentations, as required. Board members will be consulted on topics of interest;*

Carried

Moved in amendment by *D. LeBreton,* ***seconded by*** *Councillor Ainslie:*
That *the Toronto Public Library Board:*

4. *amends Section 6a to add a new subsection (ix), which reads "represents the interests of the Board to the City Librarian";*

Carried

5. *amends Section 7c to add a new subsection (viii), which reads "Subject to constraint by Section 6a(iv)";*

Carried

6. *amends Section 15a to add the wording, "subject to consultation with the Chair"; and*

Defeated

7. *amends Section 16b(ii) to read, "must relate to an Urgent Matter as determined by the Chair and the Secretary."*

Carried

At the March 21, 2016 Board meeting, Councillor Ainslie made the following motion without notice:
That *the Toronto Public Library Board:*

1. *undertakes a self-evaluation as a pilot in November 2016 and the results to be reported to the Board.*

As the motion did not relate to an urgent matter, it was ruled that the motion could not be considered by the Board under section 19 of the Procedural By-law. Councillor Ainslie agreed to have this motion added to the agenda of the April 25, 2016 Board Meeting.

16-062 2016 Fundraising Priorities

Ross Parry requested that the Toronto Public Library Board communicate its profound appreciation in a letter to the Toronto Public Library Foundation Board for all of their efforts on behalf of the Toronto Public Library.

***Moved by** R. Parry, **seconded by** S. McCarten:*
***That** the Toronto Public Library Board:*

1. *approves the 2016 Fundraising Priorities included in Attachment 1; and*
2. *directs library staff to work with the Toronto Public Library Foundation to achieve funding for the priorities identified on the list.*

Carried

16-063 Circulation and Collection Use (including Fees and Fines) Policy – 2016 Review

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

1. *approves the revised Circulation and Collection Use (including Fees and Fines) Policy (Attachment 1).*

Carried

16-064 Strategic Plan: Working Group

At the request of Lindsay Colley, Dianne LeBreton presided over the meeting for a portion of the discussion of this item.

Library Board Decision

The Toronto Public Library Board on March 21, 2016 adopted the following:
***Moved by** S. McCarten, **seconded by** D. LeBreton:*
***That** the Toronto Public Library Board:*

1. *creates a Strategic Plan Committee instead of a Strategic Plan Working Group and appoints Ron Carinci, Lindsay Colley, Dianne LeBreton, Sue Graham-Nutter and Archana Shah to the Committee.*

Carried

The Working Group Terms of Reference will be revised to reflect Committee Terms of Reference, and brought back to the April meeting for approval.

Strategic Plan: Working Group – continued

Motions:

See the following:

Moved by *S. McCarten,* ***seconded by*** *D. LeBreton:*

That *the Toronto Public Library Board:*

1. approves the Terms of Reference for the Strategic Plan Working Group Committee as outlined in Attachment 1; and

2. appoints members to the Working Group and refers the sample reports included in Attachments 2 and 3 to the Working Group.

Redundant

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

That *the Toronto Public Library Board:*

1. approves the Terms of Reference for the Strategic Plan Working Group Committee as outlined in Attachment 1; with the following amendments:
This work will inform the development of:
a. the semi-annual status report on strategic plan achievements, and
b. the annual report on outcomes and achievements in the context of the Library's broad performance measures.
Schedule of Meetings and Timeframe
- *The working group will fulfill its mandate by November 2016.*

Redundant

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

That *the Toronto Public Library Board:*

1. creates a Strategic Plan Committee instead of a Strategic Plan Working Group and appoints Ron Carinci, Lindsay Colley, Dianne LeBreton, Sue Graham-Nutter and Archana Shah to the Committee.

Carried

Lindsay Colley returned to chairing the meeting.

16-065 Agincourt Branch – Award of Tender

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

1. *awards the contract to the lowest bidder, Steelcore Construction Ltd., for the renovation of the Agincourt Branch, at a cost of $1,410,200, which includes a contingency of $128,200 (excluding HST); and*
2. *authorizes and directs the appropriate library staff to take the necessary action to give effect thereto.*

Carried

Items for Information:

16-066 2016 Operating and Capital Budgets Adoption – Update

Moved by *D. LeBreton,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*

1. *receives the 2016 Operating and Capital Budgets Adoption - Update report for information.*

Carried

16-067 Operating Budget Monitoring Report – December 31, 2015

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

1. *receives the Operating Budget Monitoring Report – December 31, 2015 for information.*

Carried

16-068 Capital Budget Monitoring Report – December 31, 2015

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

1. *receives the Capital Budget Monitoring Report – December 31, 2015 for information.*

Carried

16-069 Board Resolutions – Status Report

Moved by *Councillor Ainslie,* ***seconded by*** *R. Parry:*
That *the Toronto Public Library Board:*

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

Carried

Toronto Public Library Board
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16-070 Motion to Extend the Meeting

Moved by *Councillor Doucette,* ***seconded by*** *D. LeBreton:*
That *the Toronto Public Library Board:*
1. extends the meeting until the completion of the agenda.

Carried

16-071 Closed Meeting

At 7:55 p.m., it was:
Moved by *D. LeBreton,* ***seconded by*** *S. Graham-Nutter:*
That *the Toronto Public Library Board:*
1. conducts a Closed meeting as the subject matter being considered (Collective Bargaining – 2016) involves labour relations or employee negotiations.

Carried

At 8:25 p.m. the Board resumed its meeting in public.

Adoption of Closed Meeting Actions

16-072 Collective Bargaining – 2016

Moved by *D. LeBreton,* ***seconded by*** *A. Shah:*
That *the Toronto Public Library Board:*
1. receives the confidential verbal report from staff for information;
2. requests that the confidential information provided in the verbal report from staff not be made public as it involves labour relations or employee negotiations.

Carried

16-073 Adjournment

Moved by *Councillor Doucette,* ***seconded by*** *S. McCarten:*
That *the Toronto Public Library Board:*
1. adjourns the March 21, 2016 Toronto Public Library Board meeting.

Carried

The meeting ended at 8:30 p.m.

Signed: _____