

Toronto Public Library Board

Meeting No. 1: Thursday, January 6, 2011, from 6:10 p.m. to 8:40 p.m.

Toronto Reference Library, Board Room, 789 Yonge Street, Toronto

Members Present:

Mr. Matthew Church (Chair)
Councillor Paul Ainslie
Mr. Adam Chaleff-Freudenthaler
Councillor Janet Davis
Ms. Ann Decter
Councillor Sarah Doucette
Ms. Kathy Gallagher Ross
Councillor Cesar Palacio
Councillor Jaye Robinson
Mr. Okeima Lawrence

Regrets:

Ms. Eman Ahmed (Vice Chair)
Ms. Tina Edan
Ms. Kate Wilson

11-001 Call to Order

Matthew Church called the meeting to order at 6:10 p.m. He reviewed the Toronto Public Library's meeting procedures, outlining the differences between the Library and the City of Toronto.

Councillors Palacio and Robinson were welcomed by the Chair as new members of the Board.

11-002 Declarations of Conflicts of Interest

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

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11-003 Approval of Agenda*Moved by Councillor Ainslie, seconded by Councillor Doucette, and carried:**That the Toronto Public Library Board approves the agenda as revised to:*

1. *add six presentations from the following individuals under Agenda Item No. 7 – Presentations in connection with Agenda Item No. 9 – 2011 Operating Budget – Update:*
 - *Hamish Wilson*
 - *Devendra Sharma*
 - *Harry Armstrong*
 - *John Sewell*
 - *Terry Mills*
 - *Councillor Adam Vaughan;*
2. *add a revised Agenda Item No. 8 – Communications report.*

11-004 Confirmation of December 13, 2010 Toronto Public Library Board Meeting Minutes*Moved by Councillor Doucette, seconded by K. Gallagher Ross, and carried:**That the Toronto Public Library Board:*

1. *confirms the Minutes of the December 13, 2010 Toronto Public Library Board meeting.*

11-005 Business Arising**(a) Procurement Processes Policy – Unsolicited Quotes**

Larry Hughsam, Director, Finance and Treasurer, provided the following information in response to a request at the November 2010 meeting concerning the differences in the handling of unsolicited quotes by the Library and the City:

- (i) The Library's policy states that in general, unsolicited proposals should not be considered. However, if staff believe that an unsolicited proposal has merit, then Board approval is required.
- (ii) The City's policy also states that in general, unsolicited proposals should not be considered. However, if staff believe that an unsolicited proposal has merit, then Council approval is required.

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Business Arising – continued**(a) Procurement Processes Policy – Unsolicited Quotes – continued**

- (iii) The City has an additional policy, Unsolicited Quotations or Proposals, which describes in detail the process for how to consider an unsolicited proposal. This policy allows for a "Swiss Challenge" process, where the content of an unsolicited proposal is offered as a public request for proposals, and the original proponent is given the opportunity to match or better the best proposal received. The Swiss Challenge is an attempt to bring a competitive element into an unsolicited proposal situation. Council approval is required to enter into the Swiss Challenge process and to award the unsolicited proposal.
- (iv) The Library's policy on unsolicited proposals allows for the use of the Swill Challenge process if desirable.

Moved by Councillor Palacio, seconded by A. Chaleff-Freudenthaler, and carried:

That the Toronto Public Library Board:

- 1. receives the Procurement Process Policy – Unsolicited Quotes verbal report for information.

(b) City of Toronto's Public Appointments Policy

Jane Pyper, City Librarian, advised in response to an inquiry at the December 2010 meeting concerning the scope of the City of Toronto's Public Appointments Policy review that the Board will be consulted by the City if there are any proposed changes to the policy that would affect the Library.

Moved by K. Gallagher Ross, seconded by A. Chaleff-Freudenthaler, and carried:

That the Toronto Public Library Board:

- 1. receives the City of Toronto's Public Appointments Policy verbal report for information.

11-006 Chair's Report

Matthew Church noted the extent of activities at the Library in 2010.

Moved by A. Decter, seconded by O. Lawrence, and carried:

That the Toronto Public Library Board:

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

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11-007 Presentations

Presentations were received in connection with Agenda Item No. 9 – *2011 Operating Budget – Update*. The Board agreed to receiving additional presentations of members of the audience without the requirement of advance notice.

The following individuals spoke against moving the Urban Affairs Library collections at the Metro Hall location to the Toronto Reference Library:

- Hamish Wilson
- Devendra Sharma
- Harry Armstrong
- John Sewell
- Councillor Adam Vaughan
- Maureen O'Reilly

Mr. Terry Mills addressed the Board regarding the Library's property rights.

Moved by A. Chaleff-Freudenthaler, seconded by K. Gallager Ross, and carried: That the Toronto Public Library Board:

1. *receives Presentations concerning Agenda Item No. 9 – 2011 Operating Budget – Update (see Resolution No. 11-009) for information.*

11-008 Communications

Moved by E. Ahmed, seconded by K. Gallagher Ross, and carried:

That the Toronto Public Library Board:

1. *receives the following Communication Item (a) for information:*
 - (a) *Communication to Toronto Public Library Board members from Councillor Gord Perks, Ward 14 – Parkdale-High Park, dated January 5, 2011 concerning the use of a library meeting room as constituency office space (See Resolution No. 11-010).*
- 2) *approves sending a letter (Attachment b) to the Minister of Tourism and Culture; Laura Albanese, MPP, York South-Weston and Parliamentary Assistant to the Minister of Tourism and Culture; and Toronto Area Members of Provincial Parliament, dated January 7, 2011 concerning the provincial funding proposal of the Federation of Ontario Public Libraries.*
3. *receives the following communications concerning Agenda Item No. 9 – 2011 Operating Budget – Update for information:*

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Communications – continued

- G. Turner dated January 1, 2011
- Lisa A. Carreiro and Sandra M. Liske dated January 2, 2011
- Myra Lefkowitz dated January 2, 2011
- Melanie Redman and Phillip Smith dated January 3, 2011
- Hamish Wilson dated January 3, 2011
- Eric Rogers dated January 4, 2011
- Joe Clark dated January 4, 2011
- Elizabeth Bridge dated January 4, 2011
- Sheliza Dawood dated January 4, 2011
- Maria Jene dated January 4, 2011
- Sherry Smith dated January 5, 2011
- Geoff Kettel dated January 5, 2011
- Charlotte Young dated January 5, 2011
- Richard Longley dated January 5, 2011
- Devendra Sharma dated January 5, 2011
- Genevieve Zletni dated January 5, 2011
- Kristian Kostecky dated January 5, 2011
- Anthony Schein dated January 5, 2011
- Patrick Cameron dated January 5, 2011
- Eunice Lee dated January 5, 2011
- Grace dated January 5, 2011
- Wayne Reeves dated January 5, 2011
- Barbara Fowler dated January 5, 2011
- Beth Camposano dated January 5, 2011
- James MacNevin dated January 5, 2011
- Lise Lareau dated January 5, 2011
- Ron Macdonald dated January 5, 2011
- Sandra Burk dated January 5, 2011
- Rajiv Kalkar dated January 5, 2011
- Kristine Hughes dated January 5, 2011
- Harry Armstrong dated January 5, 2011
- Julie Cristinzo dated January 5, 2011
- Alice Leung dated January 5, 2011
- Linda R. Wells dated January 5, 2011
- Roscoe Handford dated January 5, 2011
- Edmund O'Connor dated January 6, 2011

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Communications – continued

- Meghan Edmonds dated January 6, 2011
- Devi Arasanayagam dated January 6, 2011
- Edika Perkovic ated January 6, 2011
- Peggy Byrne dated January 6, 2011
- Ed Walton dated January 6, 2011
- Michael Prince dated January 6, 2011
- David Gurin dated January 6, 2011
- Narcisa Sigmund dated January 6, 2011
- Joanne Wolfson dated January 6, 2011
- John Sewell dated January 6, 2011
- Ben McHenry dated January 6, 2011
- Hong Yan dated January 6, 2011
- Kendra FitzRandolph dated January 6, 2011
- Gord Jones dated January 6, 2011
- Marna Chibuk dated January 6, 2011
- Dr. Linda Gruson dated January 6, 2011
- George Thomas Kapelos dated January 6, 2011
- Terry Mills dated January 6, 2011

Items for Approval:**11-009 2011 Operating Budget – Update***Moved by Councillor Ainslie, seconded by Councillor Doucette, and amended:**That the Toronto Public Library Board:*

1. *approves budget reductions as outlined in Attachment 1 totalling \$1.768 million or 1.1% of the prior year's budget, for a revised 2011 operating budget request of \$170.842 million net, which represents a 2.2% budget increase; and*
2. *forwards a copy of this report to the City Budget Committee for consideration.*

Jane Pyper, City Librarian, and Larry Hughsam, Director, Finance & Treasurer, provided a presentation to update the Board concerning the 2011 operating budget.

A document regarding the Urban Affairs Library's Performance Measures was distributed.

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2011 Operating Budget – Update – continued

After considerable discussion, it was

Moved in amendment by Councillor Davis, seconded by A. Chaleff-Freudenthaler, and carried:

That the Toronto Public Library Board:

- 1a. *approves budget reductions Nos. 1, 2 and 6 as outlined in Attachment 1 totalling \$1.126 million for a revised 2011 operating budget request of \$171.484 million net, which represents a 2.6% budget increase;*
- 2. *forwards a copy of this report to the City Budget Committee for consideration.*

Recorded Vote Requested:

Yes – 8 Adam Chaleff-Freudenthaler, Matthew Church, Councillor Janet Davis, Ann Decter, Councillor Sarah Doucette, Kathy Gallagher Ross, Okeima Lawrence, Councillor Jaye Robinson,
No – 2 Councillor Paul Ainslie, Councillor Cesar Palacio

The amendment to the motion was carried.

11-010 Use of Parkdale Branch Meeting Room as a Constituency Office

Moved by A. Chaleff-Freudenthaler, seconded by A. Decter, and deferred:

That the Toronto Public Library Board:

- 1. *considers the request to rent a meeting room at the Parkdale Branch for use as a constituency office; and*
- 2. *directs staff to take appropriate action in accordance with its decision.*

Moved in amendment by Councillor Palacio, seconded by K. Gallagher Ross, and carried:

That the Toronto Public Library Board:

- 1a. *defers a decision concerning the use of Parkdale Branch meeting room as a constituency office until the City Manager reports back to City Council concerning the use of constituency offices at Agencies, Boards and Commissions and former civic centres without impacting the Councillor’s office budget, and*
- 1b. *maintains the status quo until a decision is reached.*

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11-011 Toronto Public Library Board – 2011 Meeting Schedule

Moved by K. Gallagher Ross, seconded by O. Lawrence, and amended:

That the Toronto Public Library Board:

1. *approves the Toronto Public Library Board 2011 Meeting Schedule; and;*
2. *considers the practice of providing beverages and light refreshments at Library Board meetings.*

Moved in amendment by A. Chaleff-Freudenthaler, seconded by O. Lawrence, and carried:

That the Toronto Public Library Board:

- 2a. *requests staff to report to the Board on less expensive options for beverages and light refreshments at Library Board meetings, including options for members to reimburse the Library for costs.*

Items for Information:

11-012 Audit Plan for the Year Ending December 31, 2010

Moved by K. Gallagher, seconded by A. Decter, and carried:

That the Toronto Public Library Board requests:

1. *receives the Audit Plan for the Year Ending December 31, 2010 report for information.*

11-013 Toronto Reference Library Capital Project – Award of Construction Tenders under Pre-Approval Authorization – as of December 31, 2010

Moved by A. Chaleff-Freudenthaler, seconded by Councillor Ainslie, and carried:

That the Toronto Public Library Board:

1. *receives the Toronto Reference Library Capital Project – Award of Construction Tenders under Pre-Approval Authorization – as of December 31, 2010 report for information.*

11-014 Adjournment

Moved by Councillor Doucette, seconded by O. Lawrence, and carried:

That the Toronto Public Library Board:

1. *adjourns the January 6, 2011 Toronto Public Library Board meeting.*

The meeting ended at 8:40 p.m.

Signed: _____