



Ottawa Public Library Board

Minutes

Meeting #: 3
Date: April 11, 2023
Time: 5 pm
Location: Champlain Room, 110 Laurier Avenue West, and by electronic participation

Present: Chair Matthew Luloff, Vice-Chair Kathy Fisher, Trustee Jessica Bradley, Trustee Mary-Rose Brown, Trustee Alison Crawford, Trustee Rawlson King, Trustee Catherine Kitts, Trustee Harvey A. Slack, Trustee Adam Smith

1. Notices and meeting information for meeting participants and the public
Notices and meeting information are attached to the agenda and minutes, including: availability of simultaneous interpretation and accessibility accommodations; *in camera* meeting procedures; information items not subject to discussion; personal information disclaimer for correspondents and public speakers; notices regarding minutes; and remote participation details.
Notes:
 1. The meeting began at 5:02 pm.
 2. Chair Luloff participated electronically.
 3. Trustee Crawford arrived at 5:38 pm.
2. Recognition of Anishinābe Algonquin Territory

Chair Luloff welcomed member and attendees to the Ottawa Public Library Board meeting and delivered the Indigenous land acknowledgment statement.

3. Roll Call

The Chair proceeded with roll call by voice in random order.

4. Regrets

There were no regrets.

5. Declarations of Interest

No Declarations of Interest were filed.

6. Confirmation of Minutes

6.1 Minutes 2 - Thursday, 23 February 2023

6.2 Confidential Minutes 1 - Thursday, 23 February 23

Results: Carried

7. Communications

7.1 Petition from the Hunt Club Riverside Park Neighbourhood - Establishing a Library Branch as an Immediate Priority

8. Chair's Verbal Update

April is National Poetry Month

Noting that one of the building blocks of early literacy is poetry, Chair Luloff observed that many readers progress from simple nursery rhymes on to more complex and longer reads. Adding that literacy is central to the Ottawa Public Library ("OPL" or "the Library's") mission, and one of OPL's key values is to cultivate the joys of reading, learning, discovering, and creating, the Chair highlighted National Poetry Month, which brings together schools, publishers, booksellers, literary organizations, libraries, and poets across the country each April to celebrate poetry's vital place in Canadian culture. He mentioned that throughout the month of April, the Library will host poets and published authors for workshops, readings, and an open mic night. There will programs for kids, teens, and adults in both English and French throughout April, including a special spoken word event with Eddie Lartey, the 2019 Toronto International Poet Slam Champion; the 2021 Human Rights Film Festival Poetry Slam Champion; the 2022 Canadian Individual Poetry Champion; and, most recently, Champion at the International Abya Yala Copa "American" de Poetry Slam competition held in Rio

de Janeiro, Brazil. Follow OPL's social media channels throughout the month and check the website for blogs and staff book recommendations.

April Programs at OPL

Chair Luloff highlighted other programs happening in April, including income tax clinics with a few sessions still upcoming at the North Gloucester branch and a monthly sensory storytime, recently launched at Ruth E. Dickinson branch and supported through the OPL community development project fund in partnership with Mothercraft Ottawa. Several OPL employees have been trained over the last 5+ years to provide sensory storytimes for group or class visits, led by OPL's Accessibility Services. Lastly, Chair Luloff noted that OPL will be celebrating Canadian Film Day on April 19th by hosting viewings of 22 movies across 15 OPL branches. Each branch will feature a different movie (there are no repeats), and movies vary widely in audience, from family-friendly fare such as "The Little Bear Movie" to gripping dramas like "Scarborough," and including multiple titles in French and a broad selection of Indigenous films. He welcomed everyone to join the party and see a film with OPL.

Celebrating Ramadan

Chair Luloff mentioned OPL's commitment to reflect its community, including recent staff-developed booklists and branch displays about Ramadan. Some branches even had some very cute Ramadan colouring pages and one received positive comments on social media about a Ramadan window display. So we look forward to celebrating Eid Al Fitr with our Muslim clients and fellow community members. To our Christian clients, happy Easter, and to our Jewish clients, as well I wish you all a wonderful Passover.

New Online Resource: FamilySearch

Chair Luloff said along the same theme, OPL's collections reflect and support the interests of the community. Recently, OPL became a FamilySearch affiliate: great news for Ottawa genealogists. Noting that FamilySearch is the largest genealogy organization in the world, with billions of records from across the globe including birth certificates, travel documents, obituaries, and more, OPL clients can now access millions of records and images using branch computers (or their own laptops in branches) that are not available to FamilySearch users at home. Clients can learn more about their family history on FamilySearch's research guides and helpful features like the online Family Tree.

MOTION OPL 20230411/1

That the Ottawa Public Library Board receive the Chair's verbal update for information.

Results: Received

9. Chief Librarian and Chief Executive Officer's Report

One eRead Canada 2023

Sonia Bebbington, Chief Librarian/Chief Executive Officer (CEO) indicated that one of the ways in which OPL helps to fulfil the strategic direction to promote the value of OPL is through strong partnerships, including to promote our vast collection of materials. She highlighted OPL's ongoing participation in the Un livrel / One eRead Canada program since its inception in 2019. This completely bilingual virtual book club offered in Canadian librarians from coast to coast helps highlight OPL's rich virtual collection, and, by making the featured title more easily available, reduces barriers for clients to enjoying outstanding Canadian literature. Ms. Bebbington announced that throughout the month of April, OPL will offer simultaneous access to the title *Ce qu'on respire sur Tatouine/Tatouine* by Jean-Christopher Réhel in eBook and eAudio format. She added that OPL will host a virtual discussion on April 19 about the book with the English translators, Katherine Hastings and Peter McCambridge, who will be interviewed by CBC's Shelagh Rogers, and on April 25 at 7:00 pm, OPL will host a virtual discussion with the author Jean-Christopher Réhel and Radio Canada journalist Émilie Perreault, in partnership with the Canadian Urban Libraries Council (ULC).

Connections and Relationships

Ms. Bebbington indicated OPL's collections are also enriched by reflecting the local community. She recently had the pleasure of attending the book launch for *My Thali: A Simple Indian Kitchen*, by Joe Thottungal, who also donated 12 copies of this new book to OPL in February. Cookbooks remain a very popular collection item and the Ottawa region is fortunate to have a vibrant community of chefs and a rich collection of books featuring their creative and delicious recipes, sometimes paired at OPL with food literacy programming. Adding that Chef Joe is one fantastic example of this local expertise. Ms. Bebbington said connections such as these help to support OPL's commitment to the local community, and to building inclusive and reflective collections and relationships.

Awesome Authors Award Ceremony

The annual Awesome Authors Award Ceremony celebrates writing by awarding prizes to young Ottawa writers. Ms. Bebbington announced that this year, OPL received close to 750 entries for the Awesome Authors contest, the most entries

ever! Entries were received from budding young authors between the ages of 9 and 18 who submitted stories, poems, and comics, in English and French, and were judged by local authors. The awards ceremony will be held on April 22, 2023 at Carleton Dominion-Chalmers Centre, in the Main Hall.

Volunteer Recognition

In honour of National Volunteer Week (April 16-22, 2023), Ms. Bebbington thanked the over 300 volunteers who contributed more than 4,700 hours to support OPL in 2022. She also thanked the Friends of the Ottawa Public Library Association (FOPLA) for their tremendous support of OPL through their funding of numerous initiatives at OPL via used book sales. Ms. Bebbington also thanked the Board trustees for their tremendous contributions to OPL: participating in Board meetings, attending events, visiting branches, participating on Ad hoc Committees, and most importantly, guiding the direction of the OPL. On behalf of OPL staff and clients, Ms. Bebbington presented the members a small token of appreciation: chocolates from Peace by Chocolate, a company owned by the Hadhad family who fled the war in Syria in 2016 to start a new life in Nova Scotia, Canada. Ms. Bebbington also recognized Vice-Chair Fisher for her volunteer contributions on the Board of the Federation of Ontario Public Libraries (FOPL) and on FOPL's Indigenous Libraries partnership Working Group representing OPL.

MOTION OPL 20230411/2

That the Ottawa Public Library Board receive the Chief Librarian and CEO's report for information.

Results: Received

10. Referrals

10.1 Referral from Ottawa City Council - Letter-Council Motion 2023-09-05 - Councillor Riley Brockington-Community Development

Chair Luloff provided context for the referral, reminding trustees that Councillor Brockington made a delegation at the February 23 OPL Board meeting in which he requested that OPL significantly increase its in-person programming and services in River Ward by allocating \$100,000 to this work in the 2023 budget. At that meeting, the Chief Librarian/CEO recommended no changes to the 2023 budget, noting that additional staff positions for Community Development had not yet been approved or filled (they are anticipated to be staffed in Summer 2023), and that without incumbents in the roles to guide and support additional community

development work it would not be prudent to allocate additional funds for this work. The existing draft budget was determined to set a strong foundation for the future growth and success of OPL's community development work.

Chair Luloff mentioned that Councillor Brockington subsequently brought forward a motion to Council on March 1, 2023 that the Chair seconded, which read as follows:

- *BE IT RESOLVED THAT, as a result of greater investment in community development described in the Ottawa Public Library (OPL) 2023 Budget, City Council request that the OPL Board direct its staff to initiate the activities of the community development function in Ward 16 - River Ward, meeting with the Councillor and community leaders to discuss priorities and to consider input regarding the expansion of OPL programming and services in the area.*

Noting that the motion carried following a few questions from councillors and with three councillors dissenting, Chair Luloff indicated that the motion is now before the Board as Council cannot direct OPL staff: direction to OPL staff is within the Board's purview.

Chair Luloff said should the referral of the motion be approved by the Board this evening, community development work will occur in a consistent manner City-wide; however, this work will be initiated in River Ward first. He asked the Chief Librarian/CEO to add any additional context and indicate whether staff support the referral.

Ms. Bebbington confirmed that staff support the referral. She reiterated that a great deal of impactful community development work is already happening in River Ward, including in the Hunt Club and Carlington communities. She said staff met with the River Ward Councillor on April 3 regarding the work and look forward to continuing to grow the community development function by meeting with the other councillors and community leaders in each of the four wards without a branch: River, Orleans South-Navan, Riverside South - Findlay Creek, and Barrhaven East, as well as City-wide.

The Board heard from the following delegation:

John D. Reid, resident of River Ward, asked the Board to approve and act on Council's motion. He felt it was equally important to note that the Carlington neighbourhood is similarly lacking in library services. Noting the

recent preliminary meeting between OPL staff and the Hunt Club Riverside Association and the Chair of the Library Committee, Ms. Christine Johnson, he underlined that community leaders asked OPL for increased services in the short term rather than funds being dedicated to planning future services. Observing that some branches have almost-daily storytimes, the Hunt Club area only has monthly storytimes by Library staff at the Community Centre, despite increased use of this facility in recent years. Mr. Reid also noted that the neighbourhood branches that currently serve Hunt Club residents (Alta Vista, Emerald Plaza, and Sunnyside) report circulation transactions that are slightly greater than the median for local urban branches, while the Greenboro branch, which was promoted as serving the Hunt Club area, is poorly located and only has 80% of the transactions of the median of district branches. He urged staff to perhaps cut back some of the services at the Greenboro branch and move these to the Hunt Club area. Adding that the OPL budget was underspent by eight percent, Mr. Reid felt that residents thus received only 92% of the services that they have paid for. He urged the Board to approve the referral motion to enhance library services in River Ward as there is an urgency to the need in this area.

Trustee Bradley thanked the delegation for his remarks and continued advocacy for increased library services in River Ward and confirmed she will be supporting the motion. Noting that the delegation referenced an under-utilization of services at the Greenboro branch, she commented that as the councillor for that ward, she could attest that residents appreciate Library services and that these are well-used. She thus would not support diverting resources from the Greenboro branch.

There being no further discussion, the referral was CARRIED as presented.

MOTION OPL 20230411/3

That the Ottawa Public Library Board approve the referral council motion.

Results: Carried

11. Presentations

11.1 Friends of the Ottawa Public Library Association

Shari Hill, President, (attending virtually), and Kathleen O'Connell-Renaud, Vice-President, Friends of the Ottawa Public Library Association

(FOPLA) provided a presentation about FOPLA, including an overview of the organization and a summary of the impact of FOPLA's donation to OPL in the community. Ms. Hill highlighted the recent launch of Kindreads.com (FOPLA's online store), consisting of a stock of over 2,000 books that can be shipped to a buyer's home or picked up at the Beaverbrook branch. *(Presentation held on file with the Chief Librarian/CEO)*. Alexandra Yarrow, Program Manager, Board and Strategic Services and OPL FOPLA Liaison noted that the FOPLA Board is a dedicated, passionate, thoughtful, and creative team of volunteers who bring a rich diversity of experiences and professional skills to the table. She spoke to the recent changeover within the Board and the challenges FOPLA has had to face caused by the pandemic. Ms. Yarrow provided details regarding how OPL and FOPLA collaborate on expenditures, including both system-wide and branch-specific initiatives. Ms. O'Connell-Renaud announced that the 2023 FOPLA donation to OPL is \$160,000, noting that FOPLA has gifted over \$4M to OPL since their inception.

Chair Luloff expressed his gratitude for the very generous donation. He thanked FOPLA for the incredible work they do, especially for their tenacity and passion during the pandemic. He also thanked Ms. Hill for her dedication.

Trustee King thanked the presenters and commended FOPLA for the quality and work of the volunteers. He observed that he saw "first-hand" the impact of FOPLA funds in OPL branches during the last term of the Board when he received a tour of the Beaverbrook branch. He urged his colleagues on the Board to take advantage of visiting the FOPLA bookstores and to thank the amazing volunteers when they visit.

Vice-Chair Fisher appreciated the level of effort that FOPLA and its volunteers undertook during COVID, particularly broadening their reach with Kindreads.com.

Chair Luloff reminded everyone that the next FOPLA Mammoth Book Sale is on April 29 at 100 Tallwood Drive from 10:00 am to 2:00 pm.

There being no further comments or questions, the presentation was RECEIVED as presented.

MOTION OPL 20230411/4

That the Ottawa Public Library Board receive the presentation for information.

Results: Received

12. Reports

12.1 2023 Ottawa Public Library Board Work Plan

File Number: OPLB-2023-0411-12.1

MOTION OPL 20230411/5

That the Ottawa Public Library Board:

1. **Receive the report for information;**
2. **Approve the 2023 Board Work Plan items in Document 1; and,**
3. **Receive the 2023 Corporate Work Plan items in Document 1 for information.**

Results: Received and Carried

12.2 Fourth Quarter 2022 Financial Status Report

File Number: OPLB-2023-0411-12.2

MOTION OPL 20230411/6

That the Ottawa Public Library (OPL) Board:

1. **Receive this report for information;**
2. **Approve the 2022 Library Services surplus of \$4,622,167 be transferred to the Library Reserve;**
3. **Receive previously approved \$7,000,000 (October 2021) from Library Reserve be transferred to the OPL-LAC Joint Facility project capital order (909293) for the purposes of Furniture, Fixtures, and Equipment; and,**
4. **Upon the Ottawa Public Library Board's approval of the transfer of the Library operating surplus, direct staff to work with the City's Financial Services Unit to forward the report to Ottawa City Council, for consideration as part of the Disposition of 2022 Tax and Rate Supported Operating Surplus / Deficit report through the City's Finance and Corporate Services Committee.**

Results: Received and Carried

12.3 Ādisōke - Construction Update and Operational Planning

File number: OPLB-2023-0411-12.3

Craig Ginther, Division Manager, Ottawa Central Library, and Tara Blasioli, Manager, Design and Construction, Buildings, Infrastructure and Water Services Department, City of Ottawa provided a presentation on Ādisōke's construction update and operational planning. (*Held on file with the Chief Librarian and CEO*). Laura George Fernandes, Manager, Special Projects was also in attendance to respond to any questions. Key highlights of the presentation included:

- Update on construction activities progress and schedule (planned for spring and summer);
- Update on communications and engagement activities related to building delivery, led by the Project Management Office;
- Future building milestones anticipated prior to the next report to the Board; and,
- An update on operational planning and partner engagement (sample engagement activities).

Chair Luloff thanked staff for the presentation. Noting that he recently passed by the site and saw the construction progress for himself, he congratulated the project team and acknowledged the wonderful ongoing partnership between OPL, the City, and Library and Archives Canada.

Trustee Slack also thanked staff for the presentation and commented that he was proud to be part of such a great project. He was looking forward to the upcoming site tour being organized by staff.

In response a question from Trustee Crawford regarding the branch pilots and the subsequent development of new library services, Mr. Ginther said the intent with the pilots is to test out equipment and furniture, or specific “spaces” such as the recording studio, community kitchen, or theatre space, in branches in the coming years. Pilots may commence in 2024. Ms. Crawford observed that the pilots will provide clients with an opportunity to experience elements of Ādisōke before entering the new building.

Chair Luloff urged the Board to also experience some of the creative spaces already available at OPL, such as the music editing station, and to stay informed regarding upcoming pilots at their local branch.

Vice-Chair Fisher asked if the services being piloted will remain at the branch once the pilots conclude? Mr. Ginther confirmed that is correct, provided a pilot is successful. The intent is not only test applicability at Ādisōke, but to grow the client experience and staff expertise in other branches.

Sonia Bebbington, Chief Librarian and CEO underscored that the pilots provide an opportunity not only for clients to test out a new service or program, but for OPL employees to experience the excitement of Ādisōke and develop their expertise with new equipment, services, and so on; therefore, staff feedback is crucial to help evaluate the success of pilots in specific locations. She was looking forward to feedback from both cardholders/clients and staff in the branches.

MOTION OPL 20230411/7

That the Ottawa Public Library Board receive this report for information.

Results: Received

13. In Camera Items

MOTION OPL 20230411/8

Moved by Vice-Chair Fisher:

THAT, IN ACCORDANCE WITH THE *PUBLIC LIBRARIES ACT*, THE OTTAWA PUBLIC LIBRARY BOARD RESOLVE IN CAMERA PURSUANT TO SUBSECTION 16.1 (4)(B) PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, TO CONSIDER THE CHIEF LIBRARIAN/CHIEF EXECUTIVE OFFICER (CEO) 2022 PERFORMANCE - IN CAMERA - NOTING THAT THE SPECIFIC MATTERS RELATED TO THE CHIEF LIBRARIAN/CEO'S 2022 PERFORMANCE WILL NOT BE REPORTED OUT AS THEY RELATE TO PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL

Results: Carried

Upon resuming in open session at 7:47 pm, the Board moved the following:

MOTION OPL 20230411/9

Moved by Vice-Chair Fisher:

That the Ottawa Public Library Board approve the 2022 Chief Librarian/CEO Individual Contribution Agreement and that the Board forward it to the City

of Ottawa's Human Resources department to be included in the Chief Librarian/CEO's personnel file.

Results: Carried

14. Information Previously Distributed

14.1 [Access Pass Replacement Fees](#)

14.2 [Service Delivery Framework - Implementation Update](#)

17. Other Business

Echoing his opening remarks, Chair Luloff noted that literacy is central to OPL's mission. In order to promote this core value, he announced that, going forward, he will ask one or more of his trustee colleagues to indicate what they are currently reading at the end of each OPL Board meeting. In response to this question, Trustee Kitts shared that she is reading *The Goldfinch* by Donna Tartt (<https://t.co/gneTzsvmA8>), and Ms. Bebbington shared that she is reading *On the Ravine* by Vincent Lam (<https://t.co/FHaUYIjJdz>). Chair Luloff added that he is reading *Stalin, the Court of the Red Tsar* by Simon Sebag Montefiore (<https://t.co/YLrUGsEnel>).

18. Adjournment

Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 7:50 pm.

19. Next Meeting

Tuesday, May 9, 2023

Original signed by Matthew Luloff,
Chair

Sonia Bebbington, Recording
Secretary