



Ottawa Public Library Board

Minutes

Meeting #: 9
Date: September 12, 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 Adam Smith, Trustee Harvey A. Slack

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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 5:07 pm.
2. Trustee Brown participated electronically and arrived at 5:19 pm.

MOTIONS REQUIRING SUSPENSION OF THE RULES OF PROCEDURE

MOTION OPL 20230912/1

Moved by Vice-Chair Kathy Fisher:

That the Ottawa Public Library Board Waive the Rules of Procedure to approve the addition of the In Camera Item "Kiosk Services Holds Pick-Up Lockers" for consideration by the Board at today's meeting, pursuant to Section 21(3) of the Ottawa Public Library Board Rules of Procedure By-law (revised November 8, 2022).

Results: Carried

The Kiosk Services Holds Pick-Up Lockers becomes the first In Camera item. See In Camera Items for meeting notes.

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 5 - Tuesday, 13 June 2023

Results: Carried

7. Communications

There were no communications.

8. Chair's Verbal Update

Ādisōke Update

Chair Luloff advised trustees that work on Ādisōke continues to progress well. Over the summer, concrete pouring on the fourth floor was completed and prep work was underway for the fifth floor. The installation of the structure steel continues, and 21 of the 25 post-tensioned beams are now complete. He explained that post-tensioning is a method of reinforcing concrete with high-strength steel strands. The use of post-tensioned beams in Ādisōke will ensure

the durability of the facility for decades to come. More information about the Ādisōke project or construction updates can be found by visiting Adisoke.ca.

Recognition of the National Day for Truth and Reconciliation

On September 30, seven OPL branches will be open and will host displays and programs to recognize the National Day for Truth and Reconciliation. OPL will provide educational materials and activities for clients, to assist them in learning more about the ongoing impacts of residential schools in Canada. On September 28, in partnership with the National Art Centre, Elder Albert Dumont and writer and musician Phil Jenkins, will be performing their play, 'Bloodline'. Elder Dumont is an Algonquin poet, storyteller and artist and was named the City of Ottawa's English-language poet laureate in 2021. Chair Luloff mentioned how honoured OPL is to support this moving, brave, and enlightening performance, which will also be livestreamed. Details can be found on the OPL website.

Capital Pride

Chair Luloff noted that the 2023 Capital Pride Parade was the biggest ever in the city, with over 200 floats and an estimated 10,000 people marching. This year, OPL team was joined by the Bookmobile and thirty walkers, including Trustee Harvey A. Slack, Library staff, family, and friends. In matching t-shirts, with great decorations, and lots of spirit, the library was easy to spot and full of pride! Chair Luloff thanked Trustees King and Kitts, as well as Mayor Sutcliffe, for also stopping by to celebrate with OPL.

Mayor Sutcliffe Greenboro Branch Visit

Chair Luloff shared that in August, Trustee Bradley and Greenboro branch staff hosted Mayor Sutcliffe for a brief tour of the branch, including the Bookmobile wing. The tour was a great success, and the mayor heard about branch services, especially those for families and newcomers. Chair Luloff thanked Mark Gelsomino, Program Manager, Public Services, Charlotte Van Walraven, Coordinator, Lysanne Fox, Supervising Librarian, and Bookmobile staff for welcoming the mayor, and representing OPL so well.

MOTION OPL 20230912/2

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

Results: Received

9. Chief Librarian/Chief Executive Officer's Report

TD Summer Reading Club

Sonia Bebbington, Chief Librarian/Chief Executive Officer (CEO) opened her report by stating that she was thrilled to report that the TD Summer Reading Club was a huge success once again this year. With approximately 13,000 kids registered in the program, and approximately 10,500 attending programs, the feedback received has been overwhelmingly positive. She thanked all OPL employees who worked so hard to deliver such outstanding services this summer.

Return to Full Branch Operating Hours

Ms. Bebbington noted that branch hours returned to full levels last week (September 5). She added that hours in some locations have been improved and expanded to better meet the needs of a diverse clientele. Notably, OPL also resumed full-day service on Saturdays and Sundays at 10 branches and InfoService.

Science Literacy Week

Ms. Bebbington highlighted upcoming OPL initiatives for Science Literacy Week (September 18-24), which showcases the many ways kids and families can explore science. In alignment with this year's theme ("E for Energy") clients can pick up an energy-themed science literacy kit including an elastic-powered boat or helicopter made in the Imagine Space, along with a booklist, at their local branch. Ms. Bebbington also encouraged families to check out OPL's programs about science and engineering for kids on the website.

October Library Month

To kick off Canadian Library Month in October, which raises awareness about the valuable role libraries play in Canadians' lives, Ms. Bebbington announced that OPL will be hosting a panel discussion called 'The Right to Read: An open

book on Intellectual Freedom'. Authors Farzana Doctor and David A. Robertson, both previous winners of the Writers' Union of Canada Freedom to Read Award, as well as activist, author, and broadcaster, Desmond Cole, will be on a panel moderated by Adrian Harewood. To learn more, and join the conversation, visit the OPL website.

MOTION OPL 20230912/3

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

Results: Received

10. Reports

10.1 Board Governance Evaluation Report and Action Plan

File Number: OPLB-2023-0912-10.1

MOTION OPL 20230912/4

That the Ottawa Public Library Board:

1. **Receive the 2022 OPL Governance Evaluation Report for information, as described in this report; and,**
2. **Approve the 2023-2024 OPL Governance Evaluation Action Plan, as described in this report.**

Results: Received and Carried

10.2 Facilities Framework Gap Analysis and Prioritization Criteria

File Number: OPLB-2023-0912-10.2

Anna Basile, Division Manager, Corporate Services and Megan Birchfield, Program Manager, Facilities Development provided a presentation regarding the Facilities Framework Gap Analysis, including the Prioritization Criteria. (*Held on file with the Chief Librarian/CEO*). The presentation focused on an overview of the Facilities Master Plan work to-date, the results of the neighbourhood assessment based on the gateway and prioritization criteria, staff's recommended changes to the criteria based on the prioritization exercise, and a summary of the recommended next steps. To assist trustees in visualizing the priority neighbourhoods,

staff presented a map of the areas (*Held on file with the Chief Librarian/CEO*).

Prior to questions, Ms. Basile referenced one of the Information Previously Distributed items on the Agenda (“Letter - Improving Public Transit Access to OPL branches”). This letter from the Chief Librarian and CEO, asked Renée Amilcar, General Manager, Transit Services Department to consider library branches during the OC Transpo Bus Route Review, as a direct result of public feedback received through the OPL Facilities Master Plan (FMP) public engagement consultation process.

Prior to questions from trustees, the Board heard from the following delegations:

Mateusz Trybowski, a Carlington community member, spoke regarding the equity impacts of using the distance metric as currently defined, noting that it disqualifies communities such as Carlington for facilities investment. Noting the importance of libraries in the community survey, and his appreciation for OPL, he commented that he was disappointed in the reallocation of funds set aside for planning for a branch space in the Carlington community, with a potential site at the Alexander Community Centre. Mr. Trybowski noted that a Carlington Community Association survey regarding library services had 200 respondents, and respondents overwhelmingly supported prioritizing a branch in the community. He said the key themes among the feedback were the barriers faced by community members currently accessing library services outside their neighbourhood, and the transformative impacts that a branch could have in addressing equity gaps. Mr. Trybowski noted that Carlington scores comparatively low on equity indexes in the Ottawa Neighbourhood Study, including that 46.6% of children in the neighbourhood are living in poverty. He observed that there was considerable research on the importance of library services as a driver for poverty reduction and improved school performance. He was disappointed that Carlington was disqualified based on such a small margin in the distance criteria at the gateway stage. Mr. Trybowski urged the Board to apply an intersectional approach and reconsider the distribution based on equity hardships across neighbourhoods.

Christine Johnson, a representative of the Hunt Club Community Association (Chair, Library Services Matter Committee), voiced her objections to the Board approving the prioritization list in Document 2, Table 2. She urged the Board to defer document 2, table 2 until the following information has been shared:

- How the equity lens was applied to the Hunt Club population, using the latest data from the Ottawa Neighbourhood Study;
- How public transit travel times to a branch factored into the equity weighting score (not distance travel time); and,
- How next steps will aim to establish a balance (with underserved neighbourhoods with those with one or more library services, within three kilometers distance).

In addition, Ms. Johnson said the report does not speak to any potential alternatives, for instance, library services that could be delivered in existing community centers. As such, she felt the report did not merit the Board's approval.

Riley Brockington, Councillor, Ward 16 River, said many residents from River Ward, particularly in the Carlington neighbourhood, have lived in the community since it was built eighty years ago. He noted that these residents have paid taxes and therefore contributed to building and operating library branches across the city, which builds stronger, healthier, more vibrant communities because of that investment. Councillor Brockington highlighted that the average distance in Carlington to a library branch is 2.94 kilometers, when in practice, based on his mapping various addresses, the closest branch is well over three kilometers away. Councillor Brockington reiterated the potential of the gymnasium space within the Alexander Community Center (ACC). He felt that with modified hours and some staffless hours, this location could be an excellent opportunity for innovative library service. Councillor Brockington reiterated the strong community interest in library services, and that Carlington has been ranked as one of the top three most at-risk communities in the city. Noting that in the previous term, the OPL Board approved a motion that set aside funds to explore the feasibility of a Carlington community branch in the community center, the Councillor expressed his disappointment that

the report this evening was released before he was able to engage residents and community leaders. Commenting that the OPL decision-making process was “paternalistic” towards Carlington, he urged the Board to table the report and defer the item to October to allow the community time to review the document and discuss potential options with staff. He added that he received correspondence from one community member stating they felt that the publication of the report was “short notice.”

Written correspondence was submitted to the Board prior to the start of the meeting, from John D. Reid (request to defer approving the prioritization list in Document 2 – Table 2).

Chair Luloff thanked the delegations for attending the meeting. He addressed a few comments made by the third delegation with respect to releasing the document in advance of the meeting, advising that information is released five calendar days before the meeting, and is not released publicly before the Board has received it, as per the OPL Board Bylaw. He reminded his Council colleague that the Board is a body independent of City Council .

With respect to the ACC opportunity, Chair Luloff said the Board cannot conduct a feasibility study on a building that does not meet the criteria that was set out by the Board. The Chair said he understands the views of the Carlington community, as a former resident of that neighbourhood, but added that criteria must be set and adhered to in order to determine where new branches will go. Areas within River Ward have been identified as gaps and will be addressed. Chair Luloff also noted that staff have gone to great lengths to increase the library’s presence in River Ward, including increasing the amount of programming and community development. As Chair of the Board, he noted his commitment to ensuring that the Board continue to respond to the gaps identified in the report, noting the same resource constraints as other organizations, including Council. He thanked Councillor Brockington for supporting delegations to the Board by members of his community, and reiterated that he, his fellow trustees, and OPL are committed meeting the needs of the community.

Trustee Bradley asked staff to clarify the intent of the earlier Board-approved funding set aside to assess the feasibility of the ACC as a potential Library location. Ms. Basile provided context, including that there was a potential for partnership with the City as preliminary designs for an expanded and renovated community center were being explored. It was not a commitment to the project. The Board identified funding to explore the feasibility of this opportunity for partnership.

Further to a question from Trustee Bradley on whether there was a timeline around this feasibility study, Ms. Basile said there were a number of discussions regarding this between OPL and the City, as the city project was in progress and would not be paused, but that a specific timeline was not identified.

Trustee Kitts asked staff to explain what changed from the first prioritization list, as Vars dropped significantly from the first priority to the ninth. Ms. Basile indicated that the prioritization list looks at the weighted scores of equity, distance, and growth. In the approved Board Facilities Framework, some scoring elements were found to be subjective when used in practice; staff subsequently realized that these elements needed to be further refined. For instance, it would be inaccurate to say that there is a community in the city that has no equity concerns. As a result of these refinements, if approved by the Board this evening, the priorities changed.

However, as Ms. Basile observed, the most significant refinement to the prioritization criteria that affected the movement of Vars on the list was the distance criteria. The original criteria considered the distance from the closest branch “at its purest level,” without considering the differences in urban and rural distances. To better balance scoring, staff are recommending changing the distance criteria from the actual distance for the neighbourhood to the distance in excess of the respective gateway criteria. This allows for true comparison of gaps, effectively absorbing the distance represented by the gateway criteria, and results in the change for Vars.

Trustee Bradley said one of the delegates raised a question about public transit trip times to the nearest branch and asked if this was considered as

part of the assessment in weighing the priority for investments in neighbourhoods, Ms. Basile indicated that was not considered in the assessment as it was not a criterion in the 2022 Facilities Framework approved by the Board. She noted that bus travel time as a criterion would be difficult to assess as transit routes are changed regularly (normally every six months). She reminded trustees that staff have spoken to and written OC Transpo directly asking them to consider library locations when assessing transit routes.

Referring to the approved motion by the former Board to explore the feasibility of a Carlington location, Trustee Bradley asked why OPL staff did not proceed with the feasibility study, particularly considering that partnering for services is a generally cost-efficient option. Ms. Basile clarified that staff did initiate the feasibility study by determining the service needs within the Facilities Framework. Service needs were considered with a holistic approach and the feasibility study for Carlington was intended to explore the actual feasibility of the specific facility available only once a need and gap was determined. Based on the gap analysis, further exploration of that facility as an option did not meet the Board's threshold and it would not have been prudent for staff to proceed with further spending on this option.

Trustee Bradley suggested that if there was a city asset that was available and has value, would it not be worth considering even if it does not make the prioritization list? Ms. Basile noted that staff take their direction from the Board, and had previously been instructed to develop the Facilities Framework and to complete the gap analysis using the Board-approved gateway and prioritization criteria.

Trustee Bradley asked if a neighbourhood currently listed as a priority on the gap analysis would be served by a branch in Carlington? Ms. Basile said this consideration was not part of the assessment using the Ottawa Neighbourhood Study, but she would provide a response at a later time. Several minutes later, she followed up by highlighting areas on the map provided at the meeting: based on this, while there is some overlap with the Carlington neighbourhood, she is uncertain that adding a library location at the ACC would address the nearby neighbourhood gaps.

Trustee Bradley said she is struggling with the recommendation to close the capital account for the feasibility study for Carlington, as there are strong community advocates and a supportive Councillor, and the monies that were set aside would be re-allocated if the report is approved. She added that it is worthwhile to explore potential for underutilized City facilities and felt it may be premature to close the Carlington account at this time. She inquired about the impact of retaining that fund for an additional year. Sonia Bebbington, Chief Librarian/CEO suggested that the Ad hoc and staff have been applying a strategic lens to the gap analysis work to-date, noting that there are pockets of needs that exist in multiple parts of the city and staff are noting these as part of a holistic approach. She added that capital accounts are normally held for three years, and this account will exceed that time threshold. Ms. Basile confirmed this and added that should the Board consider extending this account by one year, it would require approval of the Board in form of a direction to staff.

Trustee Slack noted his support for Trustee Bradley's suggestion to defer closing the Carlington capital account. Chair Luloff observed that there were other potential costs associated with a library location in the aging ACC facility, and Ms. Bebbington noted the costs for staffing and library resources, which are not provided for in the current capital funding set aside to explore the feasibility of the Carlington site. Ms. Basile further noted that staff have four major facilities projects underway at present, and three additional projects in the planning stages. If the Board directed staff to continue to explore the Carlington opportunity, it would include additional operating pressures.

Chair Luloff reiterated the importance of the Board making informed decisions and noted that while the Facilities Framework as well as the service strategies and frameworks associated with the Service Delivery Framework were underway, it was perhaps not the best time.

Trustee Bradley reiterated that without all the information available, as the Chair put it, it might be advisable to continue to explore whether a branch in Carlington might be a feasible way to serve several gap areas. Noting that there will be operational costs for any new location, she asked whether staff were prepared to receive direction to defer a decision

regarding the report for one month to explore opportunities in River Ward further.

Ms. Basile Indicated that a deferral would only apply to the recommendations before the Board in the report, and noted that staff would require a specific direction from the Board to include and assess a community not included in the gateway criteria. She further added that it was the understanding of staff that the City would need immediate confirmation from OPL regarding whether it wished to proceed with exploring a library space in ACC.

Taking a long-term view, Ms. Bebbington reminded trustees that the goal of the work underway at present is to ensure that branch locations are optimized to cover as many gaps and priority neighbourhoods as possible. Drawing the Board's attention to the first delegation, who spoke eloquently about equity, she noted that the criteria before the Board consider equity, distance, and growth in a way that is reasonable city-wide, and that where there are equity concerns, the community development work undertaken by OPL also helps reduce additional barriers to library services.

In response to questions from Trustee Smith regarding the renovation of ACC, Chair Luloff said that similar to Ms. Basile's earlier comment, it was his understanding that the City would require a decision by the Board imminently regarding whether OPL wished to be involved in the renovations by including a branch in the ACC or not. Trustee Smith further inquired whether OPL will be providing programming in the space, should there be a future need. Chair Luloff reiterated earlier remarks by both him and the Chief Librarian/CEO regarding programming and community development.

Trustee Smith asked whether staff have an estimate regarding operational costs for a branch at ACC; Ms. Basile replied that this costing had not been done.

Chair Luloff commented that he did not think it was advisable for the Board to direct staff to explore opportunities that did not align with the criteria that the Board had previously asked staff to develop, and supported, feeling this would undermine the work to date.

Chair Luloff inquired whether there was sufficient capacity, and adequate resources given the City's financial situation, to undertake another development project at this time. Ms. Basile indicated it would require an additional full-time equivalent (FTE) employee, and the capital costs would have to be estimated after a review of the state of the ACC facility, considering the City's new criteria regarding greening and climate resiliency. Ms. Basile said without further analysis, she could not speak to the exact costs at this time.

Chair Luloff reiterated there would be many hidden costs, for elements such as floor loading, and that while ACC may seem like a good opportunity, it may have additional considerations and unplanned expenses. Ms. Basile commented that as a rough estimate, the costs could be several million dollars, similar to the renovation of the Rosemount branch.

Trustee Crawford indicated she would be voting to approve the report recommendations, noting the work undertaken by the previous Board and the other ongoing projects.

Trustee Bradley reiterated that her questions were to ensure the Board is making the best decision with the information available. She re-stated her position that there was value in considering the ACC as a fiscally prudent option for a location, as it was not a new build requiring a land purchase. In closing, she stated that she would approve the recommendations in the report with the exception of Recommendation #5, on which she would dissent.

Trustee Slack removed his request for deferral based on the Board's discussion this evening.

In response to a question from Trustee Kitts regarding certain growth scores, Ms. Basile indicated the growth scores were identified as 25% growth over a period of time, in alignment with the Board's intent to weigh equity and distance more than growth. Ms. Basile indicated she would follow up regarding the specific numbers to which Trustee Kitts was referring.

Trustee Kitts asked whether there would be an opportunity to consider a branch location that might bring multiple neighbourhoods closer to library services. Ms. Basile indicated that one of the things staff will do over the course of the next year is to look for those synergies in addition to looking at the asset management results, in order to take a holistic approach considering the cost to invest or to rehabilitate existing facilities. She added that there was a significant amount of work to be completed in order to return with a complete Facilities Master Plan.

In closing, Ms. Basile thanked the many individuals who were involved in this work including OPL employees, City employees, and external supports. In addition, she thanked the Finance and Facilities Ad hoc Committee members: Vice-Chair Kathy Fisher, Trustee Rawlson King and ex-officio and Chair Matthew Luloff.

There being no further comments or questions, the report was RECEIVED and CARRIED as presented.

MOTION OPL 20230912/5

Report Recommendations:

That the Ottawa Public Library Board:

- 1. Receive the gap analysis, as attached in Document 1, and further described in this report;**
- 2. Approve changes to the Equity scoring matrix, as further described in this report;**
- 3. Approve changes to the Distance scoring matrix, as further described in this report;**
- 4. Approve the prioritization list, as attached in Document 2 – Table 2, as further described in this report;**
 - a. Direct staff to reassess the prioritization list with new data provided by the Neighbourhood Equity Index, and to report back if there are significant differences;**
- 5. Approve the closure of capital order # 910218 Carlington Community Branch and direct staff to return the remaining balance to the Library Reserve; and,**

6. Direct staff to deliver the complete Facilities Master Plan to the Board in Q1 of 2025.

Results: Received and Carried

Dissent on Recommendation #5 (Trustee Jessica Bradley)

10.3 2022 Financial Statements

File Number: OPLB-2023-0912-10.3

Regarding the annual provincial Public Library Operating Grant (PLOG), Trustee King commented that there is a requirement for libraries to provide condensed summary information to the Ministry of Tourism, Culture and Sport to obtain the statutory public library operating grant and noted that that provincial funding portfolio is \$21M dollars for nearly 400 public and First Nations libraries across the province. He asked staff to comment regarding any advocacy efforts to increase the amount of the PLOG. Ms. Bebbington indicated that public libraries certainly appreciate provincial funding but confirmed that the PLOG rate has remained static for about 20 years and that the Federation of Ontario Public Libraries (FOPL) leads provincial advocacy work for libraries. Ms. Bebbington mentioned that she sits on the FOPL Government Relations Working Group, which discusses this work. She noted the potential negative implications of adjusting the PLOG for smaller communities, which FOPL must consider in its work along with the importance of other provincial support such as for the First Nation Salary Supplement Grant (FNSS) and the Ontario Digital Library. Ms. Bebbington noted that FOPL will be leading a Library Day at Queen's Park focused on advocacy efforts with MPPs, and that she will be participating in this event.

Trustee King thanked the Chief Librarian/CEO for providing this update and further context about advocacy efforts, noting that funding needs to extend also to capital funds; he would love to see further commitments by the province to capital investment into new facilities to benefit communities.

Trustee King recognized the great work of OPL including its presence at many recent events such as Capital Pride, International Literacy Day (he and OPL staff attended an event hosted by People, Words, and Change, a

wonderful organization that promotes literacy). Trustee King commended staff for the work that they do every day in the community.

MOTION OPL 20230912/6

Report Recommendation:

That the Ottawa Public Library Board receive the 2022 Financial Statements.

Results: Received

10.4 Second Quarter 2023 Financial Status Report

File Number: OPLB-2023-0912-10.4

MOTION OPL 20230912/7

That the Ottawa Public Library Board receive the 2023 second quarter financial reports.

Results: Received

11. Trustees' Items

11.1 2023 American Library Association (ALA) Annual Conference and Exhibition – Trustees Rawlson King and Adam Smith Reports

File Number: OPLB-2023-0912-11.1

Trustee King commented that attending ALA was an incredible educational experience, noting the particular attention given to intellectual freedom and equity issues among the delegates and in the many sessions and engagement opportunities. He was impressed by ALA's leadership on intellectual freedom given the many challenges and book bans, and the current legislative environment in the US.

Trustee Smith added that his first library conference was eye-opening and that the size of the conference and the subject matter provided an exceptional orientation to what the Board strives to accomplish. He noted he focused his attention at the conference on engaging with those who were also working on new library building projects. .

Chair Luloff thanked both trustees for sharing their conference experience with trustees, and for their detailed reports.

MOTION OPL 20230912/8

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

Results: Received

12. In Camera Items

MOTION OPL 20230912/9

Moved by Vice-Chair Kathy Fisher:

THAT, IN ACCORDANCE WITH THE *PUBLIC LIBRARIES ACT*, THE OTTAWA PUBLIC LIBRARY BOARD RESOLVE IN CAMERA PURSUANT TO 16.1 (4)(A), SECURITY OF THE PROPERTY OF THE BOARD, IN RELATION TO THE KIOSK SERVICES HOLDS PICK-UP LOCKERS – REPORTING OUT DATE: 12 SEPTEMBER, 2023

Results: Carried

Upon resuming in open session at 7:35 pm, the Chair confirmed that no motions were carried In Camera. The Chief Librarian/CEO stated the matters that were considered regarding the update to the Board as follows:

- On Monday, September 11, the holds pick up lockers (located at the Hunt Club Riverside Park Community Centre) were removed from service due to a technology security risk.
- No security breach has occurred.
- Other Kiosk Services technology (lending machines and returns bin) remain in operation.
- Replacement lockers have been ordered and are anticipated to be delivered later this year, with the service fully operational again early in 2024.
- While this interruption is disruptive for affected clients in the immediate term, replacing the lockers will ensure service continuity while the Mobile Framework is under development.
- The total cost to replace the locker infrastructure and technology is approximately \$100K, with the funds available in existing capital technology accounts.

- A service disruption of several months will have an impact on clients. Affected clients will be contacted via email or phone and provided with options for service. Staff have identified a number of options to provide access to library materials for these clients.
- The replacement of the lockers does not preclude future potential changes to the kiosk service, which will be informed by the Mobile Framework. Staff anticipate that lockers will continue to be part of overall client service delivery at OPL in the future.
- The development of the Mobile Framework will involve public engagement, and the Board will receive an update regarding the timeline for the Mobile Framework by the end of Q4 2023.

The Board moved the following:

MOTION OPL 20230912/10

Moved by Vice-Chair Kathy Fisher:

That the Ottawa Public Library Board receive the update regarding a security risk related to the kiosk holds pick-up lockers.

Results: Received

Upon rising and reporting on the first In Camera Item, the Board then resolved In Camera again to deal with the second matter.

MOTION OPL 20230912/11

Moved by Vice-Chair Kathy 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 8:19 pm, the Board moved the following:

MOTION OPL 20230912/12

Moved by Vice-Chair Kathy Fisher:

That the Ottawa Public Library Board receive the Mid-Year Review presentation from the Chief Librarian/CEO for information.

Results: Received

13. Information Previously Distributed

13.1 Letter - Improving Public Transit Access to OPL Branches

13.2 Letter – Ottawa Public Library and Community and Social Services

13.3 Memo – Bookmobile Temporary Modifications

13.4 Memo – Proposed 2024 Budget Timelines and Directions

14. Other Business

Trustees and staff shared reading recommendations. As the National Day for Truth and Reconciliation is fast approaching, Sarah Macintyre is reading: "[21 Things You May Not Know About the Indian Act](#)", the essential guide to understanding the legal document and its repercussion on generations of Indigenous peoples, written by Bob Joseph. Sonia Bebbington commented that the best book she read this summer was "[Denison Avenue](#)," by Christina Wong, set in the Kensington Market neighborhood of Toronto: it features an interesting interplay of text, languages and images. Julie Tremblay is reading "[A Big Little Life](#): a Memoir of a Joyful Dog Named Trixie," by Dean Koontz; the book is a love letter to his beloved golden retriever.

15. Adjournment

Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 8:26 pm.

16. Next Meeting

Tuesday, October 10, 2023

Original signed by Matthew Luloff,
Chair

Sonia Bebbington, Recording
Secretary