



Ottawa Public Library Board

Minutes

Meeting #: 11
Date: March 12, 2024
Time: 5 pm
Location: Champlain Room, 110 Laurier Avenue West, and by electronic participation

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

Regrets: Trustee Jessica Bradley, Trustee Alison Crawford

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 5:06 pm.
2. Vice-Chair Fisher participated electronically.

This draft Minutes document contains a summary of the disposition of items and actions taken at the meeting. This document does not include all of the text that will be included in the final Minutes, such as the record of written and oral submissions. Recorded votes and dissents contained in this draft Minutes document are draft until the Minutes of the meeting are

confirmed by the Board. The final draft Minutes will be published with the agenda for the next regular Board meeting and, once confirmed, will replace this document.

2. Recognition of Anishinābe Algonquin Territory

Chair Luloff welcomed members 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

Trustees Bradley and Crawford sent their regrets.

5. Declarations of Interest

No Declarations of Interest were filed.

6. Confirmation of Minutes

6.1 Minutes 10 - Tuesday, 13 February, 2023

Results: Carried

7. Communications

There were no communications.

8. Chair's Verbal Update

Ādisōke Update

Chair Luloff provided an update on the progress of Ādisōke. The branch columns were completed, which is an exciting milestone as the building takes shape. The mezzanine and Level 1 west structure was also completed. On the outside of the building, work is ongoing on the façade steel, plywood, panels, and stonework. Inside the building, masonry work continues, as do mechanical and electrical rough-ins, as well as work on the feature staircase. The Chair encouraged everyone to follow construction progress by visiting Adisoke.ca or the Central branch web page on the OPL website.

Freedom to Read Week Recap

Chair Luloff provided a summary of OPL activities for Freedom to Read Week (FTRW), an annual opportunity for Canadians to reflect on the importance of free expression in society. The Chair noted that the web page for the Book Sanctuary

online collection had been active and titles in the collection on display at Main branch were also being borrowed. Chair Luloff said there were active discussions on OPL's social media platforms and website, and the t-shirt giveaway helped reach over 32,000 people on Facebook and Instagram. Lastly, close to 450 people participated in the events with journalist John Ibbitson and author Lawrence Hill, and many stayed to get their books signed and to talk to the speakers. The Chair recognized Trustee Slack's continued support of OPL events.

Solar Eclipse

Chair Luloff thanked the Friends of the Ottawa Public Library Association for contributing funds for OPL to purchase ISO-approved solar eclipse glasses for the Library to distribute for personal use during the upcoming partial solar eclipse occurring in the region on Monday, April 8. Noting that the Ottawa Valley will be temporarily dark, he reminded everyone that looking directly at the sun without protection should be avoided at all costs. This is especially important to remember during an eclipse, when, during the temporary mid-afternoon darkening of the sky, people may instinctively look skywards. Clients can learn all about the eclipse at their local branch as they pick up their glasses before April 8.

Hours of Operation during Easter

Chair Luloff reminded everyone that OPL will be closed on Friday, March 29 (Good Friday), Sunday, March 31 (Easter), and Monday, April 1 (Easter). He highlighted OPL's online resources, available over the long weekend, and commented that those celebrating the Easter holiday may wish to stream the soundtrack to the 1948 hit movie, *"Easter Parade"*, while cooking or baking!

MOTION OPL 20240312/1

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

Results: Received

9. Chief Librarian/Chief Executive Officer's Report

Fund Development Special Recognition

Sonia Bebbington, Chief Librarian and Chief Executive Officer (CEO), began her report by announcing a generous donation of \$1,000 per month for the next 18 months to the "Unlock Potential" campaign for the Ottawa Central Library at Ādisōke by the Mr. Arch Campbell. In June 2023, Mr. Campbell donated a generous \$10,000 in loving memory of his late wife, Marg Campbell; this

additional donation brings Mr. Campbell's total gift to \$28,000. Ms. Bebbington mentioned that Mr. Campbell is the former Chief Executive Officer (CEO) of the Gloucester Public Library, as well as a former CEO of Ontario Library Service North (which was subsequently amalgamated to the Ontario Library Services or OLS). Ms. Bebbington noted the Campbells have deep roots in the library community: Marg Campbell enjoyed her professional career at the Library of Parliament, and her brother, David, was the editor of Canadian Subject Headings at the National Library of Canada, as it was then called. Ms. Bebbington thanked Mr. Campbell for his continued support of the Central branch at Ādisōke and his commitment to the importance of the public library in Ottawa, adding that receiving such a generous donation from such strong library champions means a lot to OPL.

March Break Programming

Ms. Bebbington reminded clients to drop by OPL's branches during the remaining days of the March break, to take advantage of special programs for children and teens. Activities are a mix of online and in-person events, and clients can learn about science, animals, and the arts (including dance and ukulele-playing)! Ms. Bebbington encouraged everyone to visit OPL's website to learn more.

March is Francophonie Month

Ms. Bebbington mentioned that "Mois de la francophonie" activities at OPL celebrate the richness of the French language and culture. She highlighted a children's storytelling program at the St. Laurent branch on March 15 with the 10th Parliamentary Poet Laureate, Marie-Célie Agnant, as well as film screenings of French-language National Film Board productions at several branches. In closing, Ms. Bebbington encouraged browsing OPL's extensive collection of books, eBooks, resources, and services in French throughout the year.

Division Manager, Client Services

Ms. Bebbington was pleased to announce that Sarah Macintyre won the Division Manager, Client Services competition and assumes the position permanently. Sarah has been acting in the role since February 2023 and brings a breadth of experience, having previously held a variety of management positions since joining OPL in 2019. Ms. Bebbington mentioned that Sarah leads a division that includes the departments of Content Services, and Community Development and Client Services. The Board, along with Ms. Bebbington, congratulated Sarah!

MOTION OPL 20240312/2

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

Results: Received

10. Reports

10.1 Fourth Quarter 2023 Financial Status Report

File Number: OPLB-2024-0312-10.1

In response to a question from Trustee King regarding the reasons for decreased revenue from facility rentals (meeting rooms), the rates, and the potential for future increase in revenue, Ms. Bebbington indicated the decrease is due to reduced rentals and that costs are aligned with City rates. Ms. Basile added that rental activities have not resumed pre-pandemic levels, citing the example of the Main branch which was frequently rented by government agencies for meetings: reductions in these activities have impacted revenues. Ms. Basile indicated similar activity is anticipated for the foreseeable future. Trustee King thanked staff for the response and noted that unplanned donation revenues assist with this shortfall.

There being no further discussion, the report was RECEIVED and CARRIED as presented.

MOTION OPL 20240312/3

That the Ottawa Public Library (OPL) Board:

1. **Receive this report for information;**
2. **Approve that the 2023 operating surplus in Library Services of \$1,870,475 be transferred to the Library Reserve; and,**
3. **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 2023 Tax and Rate Supported Operating Surplus / Deficit report through the City's Finance and Corporate Services Committee.**

Results: Received and Carried

11. In Camera Items

PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, TO CONSIDER THE CHIEF LIBRARIAN/CHIEF EXECUTIVE OFFICER (CEO) 2023 PERFORMANCE – IN CAMERA – REPORTING OUT DATE: NOTING THAT THE SPECIFIC MATTERS RELATED TO THE CHIEF LIBRARIAN/CEO’S 2023 PERFORMANCE WILL NOT BE REPORTED OUT AS THEY RELATE TO PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL

Note: The In Camera meeting began at 5:40 pm due to technical difficulties.

MOTION OPL 20240312/4

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)(b), personal matters about an identifiable individual, to consider the Chief Librarian/Chief Executive Officer (CEO) 2023 performance - In Camera Reporting Out Date: Noting that the specific matters related to the Chief Librarian/CEO's 2023 performance will not be reported out as they relate to personal matters about an identifiable individual.

Results: Carried

Upon resuming in open session at 6:48 pm, the Board moved the following:

MOTION OPL 20240312/5

That the Ottawa Public Library Board approve the 2023 Chief Librarian/CEO’s Performance Rating identified in the Closed Session and forward it to the City of Ottawa’s Human Resources department to be included in the Chief Librarian and CEO’s personnel file.

Results: Carried

12. Information Previously Distributed

12.1 Correspondence - Accessibility Barriers Update

12.2 Memo – Canadian Urban Libraries Council and Canadian Urban Institute Report: Overdue: The Case For Canada’s Public Libraries

12.3 Memo – Service Delivery Framework Update

13. Notices of Motions (For Consideration at Subsequent Meeting)

There were no Notices of Motion.

14. Inquiries

There were no Inquiries.

15. Other Business

Sarah Macintyre, Division Manager, Client Services is reading "[The Black Angels](#)", by Maria Smilios. The story follows nurses recruited from the Southern US states to work in some of New York City's poorest neighbourhoods. Sheri Riviere, Administrative Assistant, Corporate Services, is about to start "[Becoming](#)", by Michelle Obama. Trustee Brown shared that she is reading "[London](#)", by Edward Rutherfurd. She is also reading "[A Little Life](#)", a novel by Hanya Yanagihara, a coming-of-age story about four classmates from a small Massachusetts college who move to New York. Craig Ginther, Division Manager, Service Planning, shared that he is listening to "[The Covenant of Water](#)", by Abraham Verghese, a multi-generational saga set in southern India. Chair Luloff mentioned that during Freedom to Read Week, he read a number of challenged titles including "[Mao's America](#)", by Xi Van Fleet and "[How to Be An Antiracist](#)", by Ibram Kendi. Trustee King is reading "[2020](#)" by Eric Klinenberg (a keynote speaker at the recent Ontario Library Association conference) that focuses on profiles of seven ordinary people in New York and their experiences during the pandemic.

The Chair thanked everyone for sharing their reading recommendations and encouraged everyone to get a library card and choose a great book from OPL's collection.

16. Adjournment

Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 6:54 pm.

17. Next Meeting

Tuesday, 9 April, 2024

Original signed by Matthew Luloff,
Chair

Sonia Bebbington, Recording
Secretary