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Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la Bibliothèque publique d'Ottawa**

May 2, 2024 / 2 mai 2024

Submitted by / Soumis par:

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SUBJECT: Ottawa Public Library 2023 Annual Report

OBJET: Rapport annuel 2023 de la Bibliothèque publique d'Ottawa

REPORT RECOMMENDATION

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

RECOMMANDATION DU RAPPORT

**Que le Conseil d'administration de la Bibliothèque publique d'Ottawa prenne
connaissance de ce rapport à titre d'information.**

BACKGROUND

The Ottawa Public Library (OPL) Board (“the Board”) is required to prepare a comprehensive report every 12 months on the OPL activities throughout the preceding year, as directed by the City of Ottawa (“City”) Council in the “2014-2018 Mid-term Governance Review” report approved by Council on November 9, 2016 (ACS2016-CCS-GEN-0024). This report also sets out the required format for the annual reports of the City’s Agencies, Board, and Commissions. As an agency of the City, annual reports are to be in the form of a written e-document and include the following: the mandate of

the OPL, strategic directions, annual highlights, and a financial statement. Furthermore, OPL Board Policy 010 – CEO Reporting and Board Monitoring indicates the requirement to provide an annual report (to the community).

The purpose of this report is to make available to the Board and the public the 2023 Annual Report for Ottawa Public Library.

DISCUSSION

Aligned with the Board-approved OPL Strategic Directions and Priorities, the 2023 annual report shares highlights of activities and key outcomes accomplished throughout the year. It includes details regarding OPL leadership, community partnerships, and relevant statistics and financial information (note: the annual report does not represent the official annual financial report which is issued separately pending the annual audit). Staff confirm that the 2023 Annual Report adheres to format requirements of the City.

(English): The theme of the 2023 report is “A Library for Everyone” to reflect that there is room for everyone’s story at OPL, and that the Library provides access to a world of ideas and supports the community in a variety of ways. In 2023, the new Client Experience and Community Development department was created, a new “Flex card” membership type was introduced, and the “One Book Can Change a Life” reading and media campaign took place in collaboration with Prezidential Basketball for youth in priority neighbourhoods. OPL continued making progress towards reconciliation with First Nations, Inuit, and Métis peoples and the Central branch at Ādisōke celebrated a significant construction milestone: the completion of concrete pouring for all five floors.

<https://bibliooottawalibrary.ca/en/2023-annual-report>

(French): Le thème du rapport de 2023 est « Une bibliothèque pour tous » afin de refléter qu’il y a de la place pour l’histoire de chacun à la BPO, et que la Bibliothèque donne accès à un monde d’idées et soutient la communauté de plusieurs façons. En 2023, une nouvelle division Expérience client et développement communautaire a été créée, un nouveau type d’adhésion « carte Flex » a été introduit, et « Un livre peut transformer une vie », une campagne sur la lecture, s’est déroulée en collaboration avec Prezidential Basketball pour les jeunes des quartiers prioritaires. La BPO a continué de faire des progrès vers la réconciliation avec les Premières Nations, les Inuits et les Métis et la nouvelle Bibliothèque centrale à Ādisōke a célébré une étape importante : l’achèvement du coulage du béton pour les cinq étages.

<https://bibliooottawalibrary.ca/fr/rapport-annuel-2023>

CONSULTATION

This report was developed with input from management and employees.

ACCESSIBILITY IMPACTS

Ottawa Public Library complies with the *Accessibility for Ontarians with Disabilities Act, (2005)* in its operations. The Annual Report is produced in e-document format as per the City of Ottawa requirements. It is available in alternative formats upon request.

BOARD PRIORITIES

This report is prepared in adherence with OPL Board Policy OPLB-010 CEO Reporting and Board Monitoring.

BUSINESS ANALYSIS IMPLICATIONS

A significant amount of qualitative and quantitative data was used to compile elements of the annual report: for instance, circulation, usage, and financial data.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report.

LEGAL IMPLICATIONS

There are no legal impediments to receiving this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

DISPOSITION

Upon receipt by the OPL Board, staff will work with the OPL Board Chair to issue the annual report to members of Council and engage in subsequent public promotion.