

## Ottawa Public Library Board Meeting

### Minutes 9

Tuesday, 13 October 2015

5:05 p.m.

Champlain Room, Ottawa City Hall, 110 Laurier Avenue West

---

*Notes:* 1. *Please note that these Minutes are to be considered DRAFT until confirmed by the Board.*

*Notes:* 2. *Underlining indicates a new or amended recommendation approved by the Board.*

**Present:** Chair: Tim Tierney  
Vice-Chair: André Bergeron  
Trustees: Steven Begg, Allan Higdon, Catherine McKenney,  
Scott Moffatt, Pamela Sweet, Marianne Wilkinson

**Regrets:** Trustee: Kathy Fisher

#### DECLARATIONS OF CONFLICT OF INTEREST

No Declarations of Interest were filed.

#### CONFIRMATION OF MINUTES

Minutes 8 - Monday, 14 September 2015

Confidential Minutes 3 - Monday, 14 September 2015

CONFIRMED

## **CHAIR'S VERBAL UPDATE**

### **Ottawa Urban Design Awards**

Chair Tierney noted that the City hosted the event on 30 September at Lansdowne Park. He announced that the public art commissioned for Beaverbrook Branch received an Award of Excellence – Urban Elements for “Blanding Turtles of the South March Highlands” by artist Christopher Griffin. It was yet another award for this outstanding library branch.

### **Trustee Wilkinson recognized for long service to elected municipal office**

Chair Tierney asked the Board to join him in congratulating Trustee Wilkinson for her more than 25 years of service to elected municipal office.

## **MOTION OPL 20151013/1**

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

RECEIVED

## **CHIEF EXECUTIVE OFFICER UPDATE**

### **Federal Elections**

Danielle McDonald, CEO mentioned that the Canadian Library Association (CLA) created an election-related website that provides information on party platforms related to libraries and encouraged Trustees to visit <http://www.votelibraries.ca/>. She added that Emerald Plaza, Osgoode, and Stittsville branches will be serving as polling stations for the Federal Election.

### **Library Month and Week**

The CEO pointed out that during October, libraries and library partners across Canada raise awareness of the valuable role libraries play in Canadians' lives, in particular, Ontario Library Week runs October 18-24. On October 1, OPL launched a social media campaign aimed at promoting the variety of services and programs we offer. The CEO encouraged the library's supporters to follow

daily tweets and spread the word as each day, a tweet and Facebook post are issued highlighting everything from free wifi and digital magazines, to conversation groups and meeting rooms.

**MOTION OPL 20151013/2**

**That the Ottawa Public Library Board receive the CEO's update for information.**

RECEIVED

**REPORTS**

1. OTTAWA PUBLIC LIBRARY BOARD POLICIES 3 OF 3  
OPLB-2015-0081
- 

In response to a question by Trustee Higdon about protocols for levels of donations involving naming rights and whether a policy exists, Anna Basile, Manager, Planning and Board Support advised that no specific procedures are in place at this time.

Trustee Wilkinson asked about the timing of procedures being enacted and when would that be brought to the Board for approval.

*DIRECTION TO STAFF:*

Staff will advise the Board when procedures come forth.

There being no further discussion, the report recommendation was put before the Board and was CARRIED, as presented.

**MOTION OPL 20151013/3**

**That the Ottawa Public Library Board adopt the following Board Governance policies, attached as Documents 2 – 5:**

- Donations, Fundraising, Sponsorship, and Naming
- Board Evaluations and Governance Review

- **Board Succession Planning**
- **Board Role in Advocacy**

CARRIED

2. OPL BUDGET PROCESS AND TIMELINES 2016

OPLB-2015-0082

---

Chair Tierney noted the meeting date change of the December Board meeting from 8 December 2015 to 1 December 2015 to meet budget timelines.

**MOTION OPL 201510134/4**

**That the Ottawa Public Library Board approve the timetable and the process for developing and approving the 2016 budget and 2-year forecast, as outlined in this report.**

CARRIED

3. SEMI-ANNUAL PERFORMANCE MEASUREMENT REPORT – JANUARY – JUNE 2015

OPLB-2015-0083

---

**MOTION OPL 201510134/5**

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

RECEIVED

4. EBOOK ADVOCACY UPDATE

OPLB-2015-0084

---

Trustee Sweet underlined how important the eBooks issue is - not only for the library but as a customer who is trying to download eBooks. She said that if we are going to continue moving forward with technology, eBooks have to be accessed more readily. Trustee Sweet proceeded by asking how Trustees can help.

Prior to staff responding to Trustee Sweet's question, Chair Tierney echoed how important the issue is and that fair pricing is needed. He explained that municipalities across the country are feeling this and that he will be raising the issue with the Federation of Canadian Municipalities (FCM). The Ottawa Public Library is in a better position than most other library systems as many smaller municipalities cannot make the leap and are left purchasing the cheaper physical copy for their shelves. He asked Monique Brûlé, Division Manager, Programs and Services to provide a response to the earlier question.

Ms. Brûlé mentioned that a first step is joining the fair eBook pricing campaign as well as when they meet with elected officials, Trustees may be called upon to assist. She reiterated that the ultimate goal of the advocacy campaign is to meet with publishers in order to open a discussion about reasonable pricing. Ms. Brûlé asked that Trustees tweet about the issue, stay educated, and inform their families, colleagues, and co-workers.

Trustee Wilkinson asked whether eBooks is a copyright issue and sought clarity with respect to the context of the proposed motion to Council. Ms. Brûlé said that it is partially a copyright issue because of licensing questions as well as fair dealings. With respect to the context of the motion, Ms. Basile noted that a letter would be sent from the Mayor on behalf of Council with the full context.

Trustee Wilkinson suggested that the motion be broader so that the Department of Canadian Heritage and Industry Canada not only investigate publishers' restrictive practices including the higher prices charged to public libraries as part of any upcoming statutory review of the *Copyright Act* but investigate this issue immediately. She suggested that the

proposed wording was restricted to only looking at the *Copyright Act*. Chair Tierney pointed out that he and staff have been working with Impact Public Affairs, a full-service firm with experience in government relations, public relations, and strategic communications and would hate to jeopardize the work that has already been done. Trustee Wilkinson agreed that authorization to make any modifications be left with the Chair.

Vice-Chair Bergeron agreed that it is the opportune time to ask the Department of Canadian Heritage and Industry Canada to make eBooks an issue. He noted that it is also part of the *Competition Act*.

There being no further discussion, the report recommendation was put before the Board and was RECEIVED, as presented.

**MOTION OPL 20151013/6**

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

RECEIVED

5. CANADIAN LIBRARY ASSOCIATION ANNUAL CONFERENCE -  
TRUSTEE FISHER AND WILKINSON VERBAL REPORT

---

Chair Tierney advised that Trustees Fisher and Wilkinson's reports were provided earlier to the Board. Trustee Wilkinson attended a Trustee Network Meeting indicating there was uncertainty of the role of Trustees in the Canadian Libraries Association (CLA) revised organization structure. She mentioned that a Trustee Info Network is also available. A copy of the CLA Annual Report 2014 was circulated to the Board. (*Held on file with the Chief Executive Officer*)

With respect to the CLA's restructuring, Ms. McDonald noted that OPL recently received the CLA proposal and part of the plan is to consult with many other groups. She mentioned that staff will conduct a thorough

review of the proposal and information will be shared with the Board.

**MOTION OPL 20151013/7**

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

RECEIVED

**ADDITIONAL ITEM**

With the consent of all members present and voting, pursuant to Section 21(3) of the Procedure By-Law (By Law January 2015) the following Motion was moved to add this item for consideration:

**MOTION OPL 20151013/8**

Moved by Vice-Chair Bergeron:

**That the Ottawa Public Library Board approve the addition of item #6 Ottawa Central Library Ad Hoc Working Group for consideration by the Board at today's meeting, pursuant to Section 21(3) of the Procedure By-law (By-law January 2015).**

6. CENTRAL LIBRARY DEVELOPMENT PROJECT AD-HOC COMMITTEE

---

Trustee Wilkinson requested that Trustee McKenney be added to the Ad-Hoc Committee, by adding a fourth Trustee, as the Central Library is in Trustee McKenney's ward.

Chair Tierney pointed out that distribution of workload has been established amongst all the trustees, advising that with Trustee Higdon's appointment to the Central Library Development Project Ad-Hoc working group, he would be replaced by Trustee Begg on the Alternative Services Delivery Ad Hoc Committee. He advised that all ward councillors are kept in the loop with issues in their ward.

Trustee McKenney advised that the Central Library file is critical in her ward and agreed with Trustee Wilkinson to be added to the Ad-Hoc Committee.

**MOTION OPL 20151013/9**

Moved by Vice-Chair Bergeron

**WHEREAS development of an inclusive, dynamic Central library enabling creation and learning is a Direction in the Ottawa Public Library 2015-2018 Strategic Plan approved by the Board; and,**

**WHEREAS Central Library Development was approved as a strategic initiative in the 2015-2018 Term of Council Priorities; and,**

**WHEREAS the Central Library Development project is the largest, most complex project that the Ottawa Public Library will undertake;**

**THEREFORE BE IT RESOLVED THAT:**

- 1. The Central Library Development Project Ad-Hoc Committee (“the Committee”) be established under section 42. (2) of the Board of the Ottawa Public Library Rules of Procedure By-law (Revised January 28, 2015); and,**
- 2. The Scope of Work of the Committee will be to provide advice and guidance to staff on Stages 1-3 of the Board-approved implementation process; and,**
- 3. The Committee will be composed of four (4) trustees: Chair Tim Tierney, Trustee Allan Higdon, Trustee Pamela Sweet and Trustee McKenney; and,**
- 4. The Chair, Ottawa Public Library Board will serve as Chair of the Committee; and,**
- 5. Meetings will be scheduled at the call of the Chair.**

CARRIED, as amended



**ADJOURNMENT**

**MOTION OPL 20151013/10**

**Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 5:35 p.m.**

---

**Chair**

---

**Recording Secretary**