

Ottawa Public Library Board Meeting

Minutes 27

Tuesday, 9 May 2017

5:00 p.m.

Champlain Room, Ottawa City Hall, 110 Laurier Avenue West

Notes: 1. *Underlining indicates a new or amended recommendation approved by the Board.*

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

Regrets: Trustee: Catherine McKenney

DECLARATIONS OF CONFLICT OF INTEREST

No Declarations of Interest were filed.

CONFIRMATION OF MINUTES

Minutes 26 – Tuesday, 11 April 2017

Confidential Minutes 7 – Tuesday, 11 April 2017

CONFIRMED

MOTIONS REQUIRING SUSPENSION OF THE RULES OF PROCEDURE

MOTION OPL 20170509/1

That the Ottawa Public Library Board Waive the Rules of Procedure to

approve the addition of the item “Presentation – Employee Recognition” for consideration by the Board at today’s meeting, pursuant to Section 21(3) of the Rules of Procedure By-law (By-law, January 1, 2015).

CARRIED

CHAIR’S VERBAL UPDATE

7th Annual Teen Tech Video Awards

The Chair noted that Teens showcased their talents at the annual event on April 28, 2017. They used filming equipment and video editing software from OPL’s Imagine Space to create their videos. OPL received 30 entries, and the top 10 videos were screened publicly, with first, second, and third place prizes awarded. Chair Tierney congratulated the winners and all the teens who participated. (*Hannah Leistle winning video, Why We Took The Car by Wolfgang Herndorf was shown.*)

Mayor’s Poetry Contest

The Chair mentioned the OPL worked with Ottawa 2017 and the four local school boards to hold a Mayor’s “PoeTree” contest during April’s poetry month. Planting ceremonies were held across the City, including a large gathering on May 1, which featured 24 students presenting their poems including performances by Youth Speak. That evening, OPL demonstrated what libraries truly do in the community.

Ottawa Comiccon

The OPL will mark its sixth year at Ottawa Comiccon from May 12 to 14, 2017 demonstrating the wide variety of material and resources it offers to fans of comics, sci-fi, fantasy. and all things Comiccon. Chair Tierney noted the OPL mini-bookmobile will be showcased in the Exhibition Hall.

MOTION OPL 20170509/2

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

RECEIVED

CHIEF EXECUTIVE OFFICER'S REPORT

Alternative Services Programs

The OPL's Aging by the Book program ran its first session at a retirement residence. The program is a six-week-long discussion group that uses selections by various writers to spark conversations about aging. It was developed with funding support from the Ottawa Community Foundation.

OPL Board Workshop – Strategic Planning Session

The OPL Board will be holding its Mid-Term Strategic Planning Session, Thursday, May 25, 2017 at 9:00 a.m. at the Ron Kolbus Lakeside Centre.

(Subsequent to the Board meeting, the Strategic Planning Session was rescheduled to Monday, June 12, 2017 at 9:00 a.m. at Centre Richelieu Vanier).

Recent Flooding

The CEO offered heartfelt concerns to all those impacted by the recent flooding. She acknowledged the support provided by OPL staff to help the City efforts being put into place to assist residents. OPL provided support through extended hours at the Constance Bay branch, enabling residents to use OPL's computers and get assistance, offering extended renewals, and waiving associated fines. She thanked OPL staff for providing their support.

MOTION OPL 20170509/3

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

RECEIVED

PRESENTATION

1. FOOD LITERACY - PRESENTATION

Sherry Ann Lalonde, Public Services Assistant provided an overview of the à la carte Food Literacy Project. *(Held on file with the Chief Executive Officer).* The program is realized by a two-year grant from the provincial government's

Ontario Libraries Capacity Fund. The program's mission is to introduce food literacy into library programming. Ms. Lalonde presented the project summary, partnerships, monthly digital stories, and showed a visual of the à la carte webpage. Monique Brûlé, Division Manager and Alison Blackburn, Program Manager, Library Program Development, Programs and Services were available to respond to questions. *(Promotional material was circulated)*,

In response to a question from Trustee Fisher of the program regarding lessons learned, Ms. Brûlé mentioned the program is a worthwhile focus area and will be continued, but the scale will be dependent on funding. Ms. Lalonde noted the program is a two-year project funded by the Ontario Libraries Capacity Fund. She mentioned that the biggest lesson learned was the importance of finding and working with appropriate external organizations. She indicated that a full report of lessons learned will be summarized following the end of the project.

MOTION OPL 20170509/4

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

RECEIVED

REPORTS

2. INTELLECTUAL FREEDOM BOARD POSITION STATEMENT

OPLB-2017-0502

MOTION OPL 20170509/5

That the Ottawa Public Library Board approve the revised Intellectual Freedom Position Statement.

CARRIED

3. FIRST QUARTER 2017 FINANCIAL STATEMENTS

OPLB-2017-0503

Trustee Higdon inquired about the spending increase of \$736K in the 2017 Year-to-Date Actuals in Appendix A. Brenda Gorton, Account Manager, Financial Services Unit, City of Ottawa noted the increase is typical in the first quarter. The differences year-to-year relate to such things as the timing of materials purchases (i.e. books, compact discs) and payroll costs regarding negotiated cost of living increases.

In response to Trustee Higdon's question whether the increases will be a continuing trend in 2017, Danielle McDonald, CEO said the first quarter budget is not used as a guide for the entire year as many expenses are front-loaded. Ms. Gorton added that in terms of percentage, the increase is not significantly higher in 2017 versus 2016.

Trustee Higdon inquired on the received revenue in Appendix B not being spent. Ms. Gorton noted the revenue received is from external fundraising that has not yet been spent in 2017.

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

MOTION OPL 20170509/6

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

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ADDITIONAL ITEM

4. PRESENTATION – EMPLOYEE RECOGNITION

The CEO advised that each year in June during Employee Recognition Month, the OPL recognizes the importance of contributions made by staff. This year, many staff will be appreciated for their hard work, dedication, and commitment to the organization at the Employee Forum to be held on June 16, 2017. She wanted to identify one of the members of the Senior Management Team, who will not be present at the event in June, Ms. Elaine Condos, Division Manager, Central Library Development Project.

Ms. McDonald invited Ms. Condos to the podium, along with Chair Tierney, and Vice-Chair Bergeron. Ms. McDonald detailed Ms. Condos outstanding commitment, contribution, and leadership on the Central Library project. She pointed out through many changes over the years, Elaine was the only constant; in fact, she has been on the file since amalgamation in 2001. The CEO, Chair, and Vice-Chair presented an OPL Employee Individual Achievement Award to Ms. Condos.

Ms. Condos was very grateful for the honour and thanked Danielle and staff. She congratulated the Board for their hard work on the file and for reaching many Central Library milestones together.

Chair Tierney congratulated Ms. Condos for her commitment and dedication to the OPL and on the Central Library project.

MOTION OPL 20170509/7

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

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ADJOURNMENT

MOTION OPL 20170509/8

Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 5:33 p.m.

Chair

Recording Secretary