

REVISED

Report to / Rapport au:

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

May 11, 2021 / 11 mai 2021

Submitted by / Soumis par:

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File Number: OPLB-2021-0505

SUBJECT: Ottawa Public Library 2020 Annual Report

OBJET: Rapport annuel 2020 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 is required to prepare a comprehensive report every 12 months on the OPL activities throughout the preceding year.

In addition, in November 2016, City Council approved a staff report titled: "2014-2018 Mid-term Governance Review" (ACS2016-CCS-GEN-0024), setting 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.

DISCUSSION

Aligned with the approved OPL Board Strategic Directions and Priorities, the 2020 annual report shares highlights of the many accomplishments and outcomes throughout the past year. It includes details on OPL leadership, community partnerships, as well as 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 2020 Annual Report adheres to format requirements of the City of Ottawa.

~~The complete English and French report will be available on the Ottawa Public Library website starting on Monday, May 10, 2021, and distributed upon request.~~

The complete English and French reports are available on the Ottawa Public Library website and distributed upon request. See enclosed links.

(English): <https://bibliooottawalibrary.ca/en/annual-reports/2020/1>

(French): <https://bibliooottawalibrary.ca/fr/annual-reports/2020/1>

CONSULTATION

Input was received from management and employees.

ACCESSIBILITY IMPACTS

The Annual Report is produced in e-document format as per the City of Ottawa format 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. Anticipated future business analysis implications are similar to the current implications (the need for data to inform the annual report will be ongoing).

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 subsequent public promotion.