

## Ottawa Public Library Board Meeting

### DRAFT Minutes 1

Wednesday, 28 January 2015

5:00 pm

Champlain Room, Ottawa City Hall, 110 Laurier Avenue West

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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, Kathy Fisher,  
Catherine McKenney, Scott Moffatt, Pamela Sweet,  
Marianne Wilkinson

Danielle McDonald, CEO welcomed everyone to the inaugural meeting of the 2015-2018 Ottawa Public Library Board. She advised that in December 2014, Ottawa City Council approved a revised composition of the board, with nine people to serve on the Board for the next four years: four Councillor Trustees and five Citizen Trustees; which were appointed earlier in the day at a meeting of Ottawa City Council. Ms. McDonald gave a briefing on the election process and advised that if more than one person has been nominated for the Chair, Vice-Chair they shall be elected by secret ballot.

## **PRESENTATIONS**

### **1. ELECTION OF CHAIR**

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#### **MOTION No. OPL 20150128/1**

Moved by Trustee André Bergeron:

**WHEREAS, pursuant to Section 9(1)(h) of the Rules of Procedure By-law, BE IT RESOLVED that Anna Basile, Program Manager be appointed scrutineer for the Election of Chair & Vice-Chair for the Ottawa Public Library Board.**

CARRIED

As per the Boards Rules of Procedure By-law Section 9(1)(a); the CEO, acting as Chair *pro tem* for the election of the Chair of the OPL Board read the names of the members appointed to the Board and called for nominations for the position of Chair of the OPL Board.

#### **MOTION No. OPL 20150128/2**

Moved by Trustee Scott Moffatt and seconded by Trustee Pamela Sweet:

**Be It Resolved That Trustee Tim Tierney be nominated to the position of Chair for the Ottawa Public Library Board.**

There being no further nominations, the following motion was introduced:

Move be Trustee Marianne Wilkinson and seconded by Trustee Allan Higdon:

#### **MOTION No. OPL 20150128/3**

**Be It Resolved That the nominations for the position of Chair for the**

**Ottawa Public Library Board be closed.**

CARRIED

Trustee Tim Tierney was elected Chair by acclamation.

Chair Tim Tierney took the Chair, thanked the delegates and expressed his enthusiasm for chairing the OPL Board. He then called for nominations for the position of Vice-Chair.

2. ELECTION OF VICE-CHAIR

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**MOTION No. OPL 20150128/4**

Moved by Trustee Marianne Wilkinson and seconded by Trustee Scott Moffatt:

**Be It Resolved That Trustee André Bergeron be nominated to the position of Vice-Chair for the Ottawa Public Library Board.**

There being no further nominations, the following motion was introduced:

Moved by Trustee Marianne Wilkinson and seconded by Trustee Scott Moffatt:

**MOTION No. OPL 20150128/5**

**Be It Resolved That the nominations for the position of Vice-Chair for the Ottawa Public Library Board be closed.**

CARRIED

Trustee André Bergeron was elected Vice-Chair by acclamation.

The Chair introduced the Senior Management Team and other staff in attendance and asked each Trustee to provide a brief background on why they applied to be on the Board as well as shared some information about themselves.

#### DECLARATIONS OF CONFLICT OF INTEREST

No Declarations of Interest were filed.

#### CONFIRMATION OF MINUTES

Minutes - Monday, 8 December 2014

CONFIRMED

#### COMMUNICATIONS

- Letter from Minister Michael Coteau - Ministry of Tourism, Culture and Sport - Provincial Funding
- Letter from Mr. Rick O'Connor, City Clerk and Solicitor - City of Ottawa Council Representatives on the Ottawa Public Library Board

RECEIVED

#### REPORTS

#### CHIEF EXECUTIVE OFFICER

#### PLANNING AND BOARD SUPPORT

3. 2015 BOARD MEETING SCHEDULE

OPLB-2015-0003

Anna Basile, Program Manager, Planning and Board Support noted that a draft schedule was prepared for second Tuesday's of each month, with the exception of the March meeting in order to meet budget timelines. Discussions having concluded, the report recommendation was put before the Board.

**MOTION No. OPL 20150128/6**

Moved by Vice-Chair Bergeron:

**Be It Resolved That the Ottawa Public Library Board approve the 2015 regular meeting schedule as proposed in (Appendix 1).**

CARRIED

**CORPORATE SERVICES**

4. 2015 DRAFT OPERATING AND CAPITAL BUDGET ESTIMATES AND  
THREE-YEAR CAPITAL FORECAST

OPLB-2015-0004

Monique Désormeaux, Division Manager, *Corporate Services* spoke to a detailed PowerPoint slide presentation (held on file with the Chief Executive Office); which served as an overview of the 2015 Budget, including a summary of the strategy and parameters, estimate and recommendations.

Trustees Allan Higdon posed a question about the dates of the City-wide

public consultation and Ms. Désormeaux advised that a listing could be provided to the Board.

Discussions having concluded, the report recommendation was put before the Board.

**MOTION No. OPL 20150128/7**

Moved by Vice-Chair Bergeron:

**Be it Resolved That the Ottawa Public Library (OPL) Board receive and table the 2015 Draft Operating and Capital Budget Estimates for consideration at a subsequent meeting of the Board in March 2015; and,**

**Be it Further Resolved That the 2015 Draft Operating and Capital Budget Estimates be tabled at City Council for Consideration at its meeting of February 4, 2015.**

CARRIED

**ADDITIONAL ITEM**

With the consent of all members present and voting, pursuant to Section IX(9.12) of the Procedure By-Law (By Law May 13, 2013) the following Motion was moved to add this item for consideration:

5. TERM OF CHAIR AND VICE-CHAIR

**MOTION No. OPL 20150128/8**

Moved by Trustee Scott Moffatt:

**Be It Resolved That the Ottawa Public Library Board Waive the Rules of Procedure to approve the addition of the item “Term of Chair and Vice-Chair” 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

**MOTION No. OPL 20150128/9**

Moved by Trustee Scott Moffatt:

**WHEREAS** At the October 15, 2014 meeting of the Ottawa Public Library Board a revised Rules of Procedure By-Law was adopted, effective January 1, 2015.

**WHEREAS** the Rules of Procedure By-law states:

***Selection of the Chair and Vice-Chair:***

***Section 9(1)***

***At the first or inaugural meeting of the Board in a new term, the Board shall select from amongst its Members, a Chair and Vice-Chair for a two-year period ending in December of the second year, in the following manner:***

***Section 9(2)***

***At the first meeting of the Board at the beginning of the third year of the term, the Board shall select from amongst its Members, a Chair and Vice-Chair for a two-year period ending in December of the fourth year of the term, or upon appointment of a new Board, whichever is later, in the manner described in sub-section (1) above.***

**WHEREAS** at the October 15, 2014 meeting of the Ottawa Public Library Board, the matter of Terms for the Chair and Vice-Chair was raised and the City Solicitor advised that the City’s Governance Report would be recommending that terms follow that of the Term of Council.

**WHEREAS** at the December 3, 2014 meeting of City Council, Council approved a recommendation that Chairs and Vice-Chairs be appointed for the Term of Council.

**THEREFORE BE IT RESOLVED** that the following amendment be approved:

1. That in Section 9(1) - Selection of the Chair and Vice-Chair be amended as follows:

*At the first or inaugural meeting of the Board in a new term, or upon appointment of a new Board, whichever is later, the Board shall select from amongst its Members, a Chair and Vice-Chair for a four-year period ending in December of the fourth year consistent with Council,*

2. That Section 9(2) be removed from the Ottawa Public Library Board Procedure By:

~~9. (2) — At the first meeting of the Board at the beginning of the third year of the term, the Board shall select from amongst its Members, a Chair and Vice-Chair for a two-year period ending in December of the fourth year of the term, or upon appointment of a new Board, whichever is later, in the manner described in sub-section (1) above.~~

CARRIED

ADJOURNMENT

**MOTION No. OPL 20141208/10**

That the Ottawa Public Library Board meeting be adjourned at 5:55 p.m.

Minutes approved by:

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Chair

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Recording Secretary