

Ottawa Public Library Board Meeting

Minutes 34

Tuesday, 13 February 2018

5:04 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, Kathy Fisher, Allan Higdon,
Catherine McKenney, Scott Moffatt, Pamela Sweet,
Marianne Wilkinson

Trustee Moffatt arrived at 17:06. Trustee Fisher arrived at 17:15.

DECLARATIONS OF CONFLICT OF INTEREST

No Declarations of Interest were filed.

CONFIRMATION OF MINUTES

Minutes 33 - Tuesday, 16 January 2018

CONFIRMED

CHAIR'S VERBAL UPDATE

St. Laurent branch Before and After

The Chair indicated that after six years, the St. Laurent branch was the last branch to be converted to Radio Frequency Identification (RFID) and Single Point of Service. In addition to renovating for RFID (checkout machines and scanning technology), significant changes to improve the branch were implemented. Improvements included: removing the circulation and information desks to make the entrance more open and welcoming, and replacing the wooden sliding wall with a permanent glass wall to the front of the branch.

Bookmobile at Winterlude

While the first two weekends had already passed, the Chair invited the public to join OPL's Bookmobile for the remaining Sunday of Winterlude, as well as on Family Day, at Marion Dewar Plaza from 10 am to 5 pm.

Central Library

The Chair was pleased that the Central Library Project was highlighted in the Mayor's State of the City Address at Ottawa City Council in January. He said the Mayor indicated that a report would be coming forward to the Board and City Council for approval on project funding. He stated that before budgeting can be finalized, we need to know if collaboration with Library and Archives Canada will be approved and funded by the Government of Canada. The Chair said that he and the Mayor had a very positive meeting with Finance Minister Bill Morneau. The Chair indicated that everyone is looking forward to the next step in the community-building project for Ottawa.

MOTION OPL 20180213/1

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

RECEIVED

CHIEF EXECUTIVE OFFICER'S REPORT

OPL's training programs are now accessible across the province via Southern Ontario Library Service (SOLS)

The CEO indicated that one of the programs and services that SOLS is mandated to deliver on behalf of the Ontario Minister of Tourism, Culture and Sport is training and development. She indicated that the Ottawa Public Library (OPL) shared the juvenile eLearning segments with SOLS, which has been uploaded to their LearnHQ website. She thanked staff for continuing to find ways to share OPL resources with other library systems across Ontario.

Family Day Holiday closure

OPL branches will be closed on Monday, February 20, 2018.

Freedom to Read Week 2018

Freedom to Read Week takes place from February 23 to March 3, 2018. As in past years, OPL supports the annual initiative to reaffirm intellectual freedom in Canada.

Black History Month at the OPL

The CEO said OPL will be offering a range of programs and events to celebrate Black History Month. Every February, Canadians have an opportunity to recognize the achievements, history, and contributions of Black Canadians, past, present, and future. OPL is collaborating with Multicultural Arts for Schools and Communities (MASC), the Workers' History Museum, and Black History Ottawa to present various program events, with free admission for people of all ages. Events include musicians, dancers, poets, storytellers, documentary screenings, panel discussions, and family storytime.

MOTION OPL 20180213/2

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

RECEIVED

PRESENTATIONS

1. PRESENTATION – À LA CARTE FOOD LITERACY PROJECT

Chair Tierney made introductory remarks and invited CEO Danielle McDonald to the podium.

Ms. McDonald acknowledged the À la carte Food Literacy Project Team. She said the team introduced a new program to OPL customers; a unique program that recently won the Minister's Award for Innovation in the Large Library Category at the Ontario Public Library Services Awards. Ms. McDonald elaborated on how the program is funded, and indicated the project is an excellent example of OPL's commitment to offer new and engaging programs to customers.

Chair Tierney invited the Project Team to the podium: Alison Blackburn, Sherry Ann Lalonde, Cindy Lebas, Nadine Bernard, Devin Crawley, Chris Simmons, and Monique Brûlé.

Ms. McDonald presented the team with a team recognition award and individual certificates.

The Chair closed the presentation by thanking the Project team and staff for creating unique programs.

2. PRESENTATION – THE POWER OF YOUR CARD

Anna Basile, Division Manager, Governance, Communications, and Strategic Services indicated that the item is a presentation as per Board approval of OPL Board Educationals, which will be held every second Board meeting. She said that in 2017, managers and staff were asked what services customers are most surprised to learn that OPL offers. This was linked to some of the many ways customers have used the Library's programs and services. Ms. Basile introduced the Power of Your Card video, which will be launched in March via social media to promote OPL and extend our reach into the community. (*Held on file with the Chief Executive Officer.*) She thanked colleagues and staff for

their input, and the communications team for their amazing ideas.

With respect to Board Educationals, Trustee Sweet indicated that she participated in all three of the first quarter field opportunities. She thanked staff for the tours and walk alongs as it provided greater knowledge of the programs and services offered in the community. She urged Board members to take advantage of these opportunities.

There being no questions, the presentation was RECEIVED as presented.

MOTION OPL 20180213/3

That the Ottawa Public Library Board receive these presentations for information.

RECEIVED

REPORTS

3. OTTAWA PUBLIC LIBRARY RESPONSE TO THE TRUTH AND RECONCILIATION COMMISSION'S CALLS TO ACTION

OPLB-2018-0203

MOTION OPL 20180213/4

That the Ottawa Public Library Board:

1. **Receive this report for information;**
2. **Direct staff to develop a position statement on Indigenous services for the Board's consideration; and,**
3. **Direct staff to work with the City of Ottawa to develop protocols for the Board's consideration regarding land acknowledgement in library locations and library events.**

RECEIVED and APPROVED

TRUSTEES' REPORTS

4. ONTARIO LIBRARY ASSOCIATION (OLA) SUPER CONFERENCE – TRUSTEES' VERBAL REPORTS

Trustee Wilkinson provided a brief summary of her report, which was previously submitted to the Board. (*Held on file with the Chief Executive Officer.*) She said the conference had many activities and workshops and recommended that all Trustees attend at least once in the term of the Board.

Trustee Higdon read highlights of his report, which was previously submitted to the Board. (*Held on file with the Chief Executive Officer.*) He was impressed with the energy, spirit, and vitality in the library sector. He attended a panel on which the CEO was a member, which discussed renovating or building a new central library. He was thrilled that communities are receiving financial investments for libraries. He thanked the Board for giving him the opportunity to attend the annual conference.

There being no questions, the verbal reports were RECEIVED as presented.

MOTION OPL 20180213/5

That the Ottawa Public Library Board receive the verbal presentations for information.

RECEIVED

5. FEDERATION OF ONTARIO PUBLIC LIBRARIES (FOPL) ANNUAL GENERAL MEETING – TRUSTEE VERBAL REPORT

In addition to a written document provided to the Board (*Held on file with the Chief Executive Officer.*) Trustee Fisher mentioned that her term as a Board member of FOPL was renewed for three years with the understanding that if she is not re-appointed to the next term of the OPL Board, she will step down from FOPL. Trustee Fisher shared key achievements with respect to advocacy

for funding for public libraries.

There being no questions, the verbal report was RECEIVED as presented.

MOTION OPL 20180213/6

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

RECEIVED

***IN CAMERA ITEMS**

6. OTTAWA PUBLIC LIBRARY – PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL WITH RESPECT TO THE 2017 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW – IN CAMERA – REPORTING OUT DATE: 13 FEBRUARY 2018
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MOTION OPL 20180213/7

Moved by Vice-Chair Bergeron:

That the Ottawa Public Library Board move in camera in accordance with section 16.1 (4)(b) of the *Public Libraries Act*, to consider personal matters about an identifiable individual, with respect to the 2017 Chief Executive Officer Performance Review.

CARRIED

Trustee McKenney left the meeting at 5:38 p.m.

Upon resuming in open session at 5:58 p.m., the Board moved the following:

MOTION OPL 20180213/8

Moved by Trustee Fisher:

Therefore Be It Resolved that the Ottawa Public Library Board approve the 2017 Chief Executive Officer's Individual Contribution Agreement and

that the Board forward it to the City of Ottawa's Human Resources department to be included in the CEO's personnel file.

CARRIED

ADJOURNMENT

MOTION OPL 20180213/9

Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 6:00 p.m.

Chair

Recording Secretary