

READ

Rosemount (Library) Expansion and Development Group

Meeting #23, Monday, December 12, 2016

Final Minutes

Hintonburg Community Centre, 1064 Wellington St. West

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Present: Rick Van Loon, Chair; Emily Addison, vice-chair; Andy Billingsley, Civic Hospital CA, , Barb Clubb, Paulette Dozois; Deirdre Foucauld, Linda Hoad, vice-chair and HCA; Larry Hudon, Carole Lethbridge, Blaine Marchand, Josh Nutt, Hintonburg CA; Marty Plaine (Vice-Chair) Lindsay Setzer.

Special guests: Councillor Jeff Leiper, Kitchissippi Ward. Fiona Mitchell-Gougeon, Councillor Leiper's assistant,

Regrets: Blaine Marchand, Jeanette Rule, Mary Stuart

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Post Minutes Update

At the City Council meeting of December 14, 2016, the 2017 budget of the Ottawa Public Library, both capital and operating was approved. Here are the [links](#) to the library's announcement and the [complete budget](#). The approved budget includes a \$1.349M increase to the Library's operating budget and a total capital budget of \$3.7M including \$100K for the Rosemount business case. A related forecast (not approval) for Rosemount in 2018, contained within the budget document identifies \$2M for renovations. This would not be sufficient for a new build.

1. **Welcome and introductions:** The Chair welcomed all attendees and thanked Linda Hoad for again making the room reservation.
2. **Agenda:** the agenda was approved as circulated.
3. **Minutes:** of November 14, 2016 were approved with minor adjustments.
4. **Update from Chair and Vice-Chair:** Chair Van Loon began the meeting by saying "so far so good but we have a lot of work to do". He thanked all those who had come out to support his presentation to the OPL Board meeting December 6th at which the OPL budget was approved for recommendation to Council. New READ member and Rosemount area resident Kathleen Wilker, recently returned from a year's bicycle trip with her family, made an excellent supporting presentation. Here is the [link to the presentations](#) on the READ website. Councillor/Trustee Catherine McKenney also spoke in support of READ. The Chair, Councillor Tim Tierney complemented READ on its community work and outreach. Three options have been identified: renewal of current for \$2M; lease a larger facility; new build. The

board approved recommending to council that a business case be developed so that the best decision can be made.

Council meets to approve and review all city and agency budgets on Wednesday, December 14, 2016. It was decided that READ did not have to be at that meeting since there is no opportunity for the public to speak. It is anticipated that the OPL budget will be approved by Council with few or no questions.

5. **Post-budget follow-up for 2017:** it was agreed that the focus of READ's work in the next year would be to continue to provide OPL management with site options; to maintain a strong and cordial relationship with the OPL Board and Management staff; to try to contribute to the preparation of the business case; to report back to the community associations in the Rosemount catchment area and keep them fully informed on what is happening; how they can help, and what READ's plans are.
Action: RVL to send letter of thanks to the OPL Board immediately following the Council budget debate.
Action: Chair to send letter to OPL Management saying thanks and to stress that READ needs to be involved in the business case and to request representation at the next READ meeting (or have a separate meeting). This will help ensure that dialogue will continue.
Action: Chair to send individual letters of thanks to councillors Tim Tierney, Catherine McKenney and Jeff Leiper for their support in getting us this far.
Action: Request Councillor Leiper's office to secure a copy of the business case RFP for READ review when it is issued.

It was suggested that READ should plan to review the OPL monthly board agenda and have someone at every meeting.

It was also suggested that READ also begin to think about how and how much money it could raise to contribute to the building of a new Rosemount library.

Action: B. Clubb to speak to the Community Foundation of Ottawa and to the Friends of the OPL about the possibility of establishing a fund with either of them. Under their sponsorship, donors would receive a charitable tax receipt which READ cannot issue itself.

6. **Follow-up from previous meetings.**
 - a. Media: Judith Van Berkom [article](#) on Richard Van Loon was published Dec 8th in the Kitchissippi Times. There was also an [article](#) by Blaine Marchand that was supposed to be in Dec. Newswest
Action: Barb to check on Van Berkom article, send link to committee and post on website.
Action: Barb to check on Marchand article and post when located.
[Note: it was published on the Webextra edition only of the Dec 8th edition of Newswest; it has been posted to website.]
 - b. Rosemount 99th Birthday celebrations: the current facility was opened November 29, 2018. READ will keep alert for possibilities of celebrating the 99th year in the fall of 2017. Marty Plaine is lead on this one.
 - c. Relocation sites for Rosemount: Agreed that VP Emily Addison would gather information on all sites identified to date and forward to OPL as they had requested. Communication should emphasize that the facility should be AT LEAST 10K sf; be some kind of community partnership if possible; be planned with the ongoing involvement of READ and the Rosemount community. Some observations included: going

west of Holland would be a lot more expensive; Scott street is too far north and not “strollable”.

Action: Addison to gather information, review with executive and send information to OPL.

d. Song Contest: Deirdre has secured approval to post the results of the Fr song contest on the website. Paulette will follow-up with English permission.

Action: confirm permissions; post to website

7. **Advocacy, outreach and research**

a. Media: See above items. READ will maintain a focus on getting an item published each month in the KT/Newsweek.

b. Website Report: The website look has been revised and all members were urged to go and have a look. It was noted that the minutes both approved and draft of all meetings are posted as are all the media articles that can be found and are available in electronic form. The Dec 6th READ presentations to OPL board by Richard Van Loon and Kathleen Wilker have been posted.

c. Communications with stakeholders: A letter will be sent to all community associations in the catchment area bringing them up to date and asking for their continued support, engagement and suggestions.

Action: Addison will draft letter to Community Associations.

8. **Succession Planning:** Chair Richard Van Loon reiterated his desire to step down at the end of February as chair after more than two years. Josh Nutt indicated his interest in chairing and will check with his employers before confirming.

9. **Finances:** following the meeting the Treasurer with the assistance of Vice Chair Hoad provided the following finance information for November and December:

READ Financial Statements

Current balance: November 30 2016 \$185.70

Record keeping: Paperless

Available balance: \$185.70

Balance details: No Holds

| Transaction Date | Transaction description | Withdrawals \$ | Deposits \$ | Total \$ |
|-------------------|-------------------------|----------------|-------------|---------------|
| November 30, 2016 | Service Charge | 2.50 | | <u>185.70</u> |

Current balance: December 31 2016 \$183.20

Record keeping: Paperless

Available balance: \$183.20

Balance details: No Holds

| Transaction Date | Transaction description | Withdrawals \$ | Deposits \$ | Total \$ |
|------------------|-------------------------|----------------|-------------|----------|
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| Agenda # | Topic | Action | Status |
|---------------|---------------------------------|---|-------------|
| December 2016 | | | |
| 5 | Budget follow-up | RVL to send letter of thanks to OPL Board | |
| 5 | Budget follow-up | RVL to send letter of thanks to OPL Management | |
| 5 | Budget follow-up | RVL to send individual letters of thanks to Councillors Leiper, Tierney and McKenney | |
| 5 | Budget follow-up | RVL or representative to send letter to Councillor Leiper re the tender documents for the RFP for business case | |
| 5 | Budget follow-up | B. Clubb to contact the Ottawa Community Foundation and OPL Friends re setting up a fund for Rosemount | |
| 5 | Budget follow-up | READ/RVL to assign representative to attend each OPL monthly Board meeting | |
| 6a | Media | B. Clubb to check on the Van Berkomp and Marchand articles and post when found | done |
| 6c | Sites | Addison to prepare submission on sites for OPL Management | |
| 6d | Songs | Dozois to get Eng permission; B. Clubb to post both submissions to website | |
| 7 | Comm Assns | Addison to draft letter to community associations | |
| 10 | Meetings | READ/RVL to assign representatives to attend Kitchissippi ward meeting on Jan 11. | |
| November 2016 | | | |
| 5 | OPL budget | RVL prepare and circulate draft presentation | Done |
| 5 | OPL Budget | Member of Executive to call Kathleen Wilker | Done |
| 6a | Kitch Times | Paulette to contact Judith Van Berkomp re article | Done |
| 6d | Sites | Emily to compile list of sites and send to OPL | In progress |
| October 2016 | | | |
| 5.b | Consultation follow-up | Action: Josh and Emily will work on drafting the letter to groups. | |
| 5.b | Endorsement | Action: Linda will raise the subject with the Westboro CA. | |
| 5.b | Consultation follow-up | Action: Josh will distribute the list of community groups to READ members for additions. | |
| 5.e | Consultation follow-up: schools | Action: Josh and Deirdre will draft an appropriate update letter, which will include offer from Richard to meet with those who are interested. | |
| 5.e | Student Count | This will be dropped | |
| 5.f | OPL data request | Action: DF and EA will work on refining data received | |
| 5.g | Island Park | Action: L Hoard will follow up on questions and endorsement | |
| 6.c | Data Analysis | Action: Data group and EA and DF will work on data analysis. | |
| 6.c | Data | Action: Councillor Leiper and Fiona Mitchell will forward any statistics they receive | |
| 6.3 | Song Contest | Action: DF will send letter of thanks to submissions. | |

