

READ
Rosemount (Library) Expansion And Development Group

Final Minutes

Monday, April 11, 2016

7:00 pm

Hintonburg Community Centre

Present: Richard Van Loon, (Chair), Andy Billingsley (CHNA), Deirdre Foucauld, Wesley Petite, Bonnie Campbell (WBCA), Paulette Dozois, Jennifer Falconer (Coun Leiper's Office), Linda Hoad (HCA), Josh Nutt, Emily Addison, Joanne Prinneville, Jeanette Rule (Champlain Park), Lindsay Setzer.

Regrets: Barb Clubb (a/note taker), Blaine Marchand, Christine Burke (Mechanicsville CA), Councillor Jeff Leiper.

1. Welcome and introductions Richard Van Loon.

Chair Van Loon opened the meeting welcoming all. He thanked Linda for booking the meeting room. Councillor Jeff Leiper sent his regrets, he could not attend of a conflict but Jennifer, a member of his staff, was present.

2. Minutes approved, with no changes.

3. Agenda approved as circulated.

4. Remarks from the Chair.

Richard noted that at the last meeting there were 25 people, but at this meeting there were fewer. This could be because of the focus on the consultations rather than on the organization of READ itself. There will be a need to refocus on READ and ensure there is enough community support.

Richard indicated that the consultations went well, were well attended and that the energy at the tables seemed good. It was noted as good and positive that the Library Board Chair and CEO were there at one of the sessions.

Richard thanked a number of people, including Deidre who got the word out to the schools, Emily and Barb for coordination, Linda for the poster boards and booking the rooms, Blaine for communications, Valerie for organizing the yarn bombing, Councillor Jeff and Fiona for the daycare, food and rooms. Bonnie for working with the community agencies.

Richard indicated that at this point, Wesley and Councillor Leiper are the main contacts with the OPL Board because Councillor Leiper has standing and Wesley is a neutral source. READ is essentially an advocacy group so the library staff needs to be careful in dealing

with READ to ensure lobbying rules don't come into play. The library staff has been very responsive though.

We can also see the consultations as a success within the community. It has put things into motion and that the library board is paying attention.

It must be noted though that while it is a success, our work is far from over. We are still a ways from the library actually being renewed.

The main objective of this evening's meeting was to review where READ is and what needs to come next in terms of process to ensure that good ideas get to the library board.

The federal government has doubled size of infrastructure program. We will need to look at the parameters of the funding to see if it includes libraries. Richard has written to the City Manager to ask that it place Rosemount as high on the priority for the city, and also sent copies of that letter to the Library Board.

Wesley is preparing for a second round of consultations and Richard encouraged everyone to attend. A special invitation was sent out by Josh to ask people to attend the second session.

Richard also wants to poster in the next 24 hours on Parkdale (Wellington was mostly done).

There has also been some response to the on-line consultations.

Everyone was also encouraged to attend an OPL meeting the next day. Bookmark the Core is looking for support at this key meeting.

Bonnie Campbell offered to go on Thursday to Rosemount Library to hand out posters with Councillor Leiper.

5. Overview of March Consultation Sessions

Wesley provided an overview of the sessions. He felt that the first round went well, with lots of creative input, ideas and friendly discussion.

After the first round, he took the data from the boards and activity sheets to see what predominant ideas came out. This raw data is available for READ and Councillor Leiper.

A summary of the ideas was shared with OPL staff to get a response to those ideas. There was some agreement in how Rosemount can be made better.

The main idea to come out of the consultation was a need for more space.

Some of the ideas that the OPL was on board with were:

- Relocating circulation.
- Movable shelves.
- Consolidating kids area.
- Unblocking windows.
- Opening up the original ceiling.
- Current and future mobile technology.
- Get rid of the desk top computers.
- Covered stroller parking.
- Reducing physical collection on site.
- More creative networked approach.
- Leveraging the community for support.
- Preserve heritage feel – OPL is also dedicated to this and interested in restoring.
- community garden on west side of building financed by Tamarack for compensation for encroachment on southern side. However, some READ members feel a community garden won't work there because there isn't enough light.

The library board was in agreement with and is moving forward on planning some things already.

The library board found harder to accept the ideas of

- Separate rooms and quiet space.
- Reconfiguring basement because it is on three different floor levels.

OPL was not in agreement on expansion and are not open to it because it would be expensive. Expanding pretty much seen as a non-starter.

- OPL staff felt that the idea about collaborating with Tamarack had already been explored and exhausted and was no longer available.
- Mezzanine idea is structurally impossible and would not work with the idea of having more light.

OPL was interested in the idea of an eco-friendly library – such as installing solar panels – (it had not occurred to them) and felt they might be interested if this was reaffirmed in the second consultation.

Therefore we now need to think strategically. We also need to indicate to the OPL that these ideas were the results of consultations not just meetings.

Wesley also asked the OPL's Richard Stark – if the Rosemount Library moved, what would a considered an option? He indicated we should be looking for the following factors:

- 8 to 10 thousand square feed.

- Single level (Emily indicated that more staff is required on each level for security reasons, therefore a single level is idea for lowering staff costs).
- Reasonable operating costs (no real elaboration on what “reasonable” means).

At the next consultation we will take these three options and see to add what other features/factors people in the community would look for.

For the next consultation, Wesley will prepare a three panel display, a floor plan that people would be invited to alter for ideas of things to renovate. They will also be asked for ideal characteristics for a new location.

Paulette asked about the idea of taking the old addition down and rebuilding.

Emily indicated the OPL dismissed the idea of a cantilever, because it is not self-supporting. Linda suggested that perhaps a building on stilts might work, like the Peckham library in London. (https://en.wikipedia.org/wiki/Peckham_Library)

Richard also wondered that if we were successful in obtaining infrastructure funding it might be more realistic to look at having more space.

Deidre asked if the library staff had other suggestions for altering the library. Wesley indicated that they felt it was only possible to expand a little in the front but that it was challenging because of the wires. They were on-board with movable shelves, consolidating the downstairs space. He requested tentative drawings but they indicated that there were none to share.

Paulette said it is important to make the point to the OPL board that the library is very crowded. What the OPL is suggesting would not address the overcrowding issue at all. So it's not going to be good enough. We will still be too crowded for our neighbourhood the way it is right now, let alone what happens in next 30 years.

Wesley indicated that at the next consultation he would also be asking participants to consider what research should be done. There is still \$88,000 in research funding left outstanding.

There was further discussion about planning for the next consultation session. The format would be the same.

Deidre indicated there were enough table hosts.

Wesley and Richard asked if people could bring food to the next round of consultations.

Wesley indicated that the questionnaires would be taken into consideration as separate data.

Wesley asked if there was feedback from the previous session. Linda indicated that some tables should be encouraged to merge if there were not enough people at the table. Need to promote the availability of daycare more.

Conversation then turned to the finalization of the report which Wesley would be drafting after the consultation. Richard indicated that Councillor Leiper and he would suggest what they want for the report. However the report will go to the library board as effectively neutral because it was drawn from the consultations.

There will also be a presentation to the board made by Councillor Leiper in 5 minute format. The date is not yet settled but may be June 14.

Wesley indicated that the report must be finalized by May 31. Important to have it in early so that it is in line with the City's budget process.

Conversation then turned to planning for the next volley of promotion and planning. Richard would be looking to do more media promotion and publicity in June for the launch of the consultation report. Emily also suggested taking the report and working on it over the summer to figure out our stance and do other publicity. However, given the budget needs it might be better to be prepared with our stance in June.

Bonnie and Paulette are working on a song and video – probably for the fall.

6. Rolling action list

Emily went over the rolling action list.

- Deirdre is finished communicating with the schools.
- Wesley has met with the OPL.
- Councillor Leiper had shared the high level results.
- First Round follow up to really focus on report has not yet been done
- Petition for support for the 2017 Budget process. We were hoping to get 10,000 signatures to get the attention of the mayor for November but this will likely not be possible. Councillor Leiper indicated that 5,000 signatures will probably work.
- Table hosts for the consultations are confirmed.
- French link for the consultations was completed.
- Rosemount Assessment by Wesley was not yet ready.
- Letter to the city manager for infrastructure funding was sent.
- Hoping to have an orientation with the new city manager after he arrives on May 2.
- Flyer was simplified.
- Consultation meeting with users of Parkdale Food centre was organized for April 14.
- Paulette was going to do some research on finding out what OPL pays for rental spaces per square foot (for example in Emerald Plaza, Elmvale and Blackburn Hamlet).

- MP McKenna and MPP Naqvi tour – McKenna was not available, therefore another request will be made to her office for another date. Richard or Councillor Leiper will make the request.
- Increasing endorsement by leaders. Emily, Josh and Barbara have been working on it. Josh is working on churches, recreation centres and food centers. Bonnie has been working on housing centres. We have been asking them to publicize our event. We have also been asking community associations to provide \$50 donation, as well as endorse a statement. Will make a further push in the summer and fall to ask people to write letters of support.
- Song and video project are underway. Street of Rock has agreed to do it. Paulette has also talked to a videographer about availability. Richard – video song project under way. Bonnie Campbell has indicated that someone is needed to write the song – Councillor Leiper might be interested. Lucky Ron has indicated he will sing it.
- Advocacy and Calendar planning. Emily indicated that in the smaller planning group we need to plan our advocacy and to encourage the mayor to find more funding. Will be looking for more advocacy strategies.
- Upcoming events where we can promote include Arts Park on May 28 and Prose in the Park on June 4. We already have tables we will just need volunteers.
- Yarn bomb – Valerie consolidated what was left and put it on the fence. A thank you note was written to Michelle Taggart for supporting the yarn bombing. What is left should be left up until after the second round of consultations.

7. Positioning of the consultation report and READ.

Richard indicated that we will need to come up with a position statement and report – that we have heard the consultation and this is where we stand. We will also want to have ideas for studies on feasibility and how we want to see the outstanding research money spent. We will need to be very clear on what we want and what our priorities are. This is different from Wesley's report of the consultation which will be the community view. These will be different stances on the same issue. After the consultation it will be important the people feel that their voices have been heard in the consultation and report. READ's position will be more clear in terms of what we favour.

Paulette indicated that the consultation report will be from the consultation. The READ report will include not just the consultation but discussions at events, testimonials, a coalition of a lot of things.

Wesley responded to a question about the placement of the main library – the OPL has indicated that it does not matter where it goes because they will continue to invest in smaller libraries.

Some discussion followed about what will READ say when the consultation document in June, will READ say anything? What will our report include? Will we say how we want these options to be explored, including the potential for a new site, how to use the research money. Will we need to have a stance or can we have some time to study and make a stance in July? Will need to be careful not to insert READ's opinion into the consultation report.

Richard indicated that after the consultation, there may be another opportunity for another informal discussion with the OPL to derive specific suggestions for consultation. Wesley indicated that while that is not currently part of the plan it could be. It could be done in an email as well with some questions.

Suggest having a coordination committee meeting, a preliminary discussion or email of questions with the board. Then the final report ready for the June meeting and READ advocacy position in July.

8. St Matthias Church

St. Matthias has approached READ to consider discussing using the church as a library branch. Are we interested in advocating for that?

Some negative aspects are that it has a lot of steps and there is bus access. It is two levels rather than one and while bigger than Rosemount Library, it is 6,000 square feet on each of two levels – not the ideal 8,000 square feet on one level. It is outside the catchment area – although only a five to seven minute walk from the current location. It has no elevator, only one washroom.

Some positive aspects are that the parking lot has space for 50 cars. It has a brand new roof. Andy indicated that the church had sent out 16 letters to other groups that are renting the church over the short term for consideration. Over the long term, the church would like to sell it to a good community group.

Richard indicated that it could be something to add for consideration to the consultation. Emily and Paulette also said that it could be put forward to the OPL to consider as an option to pursue.

Next Meeting: Monday, May 9th, 2016, Hintonburg Community Centre, 7 pm.

Submitted by

Jeanette Rule
A/Note Taker

Attachment: READ Rolling Action List as of April 11, 2016

READ Rolling Action List			
Agenda #	Topic	Action	Status
From Meeting of April 11, 2016			
#4	Federal infrastructure funding	Review program to determine if public libraries are eligible Action: Coordinating Committee	
#4	OPL Board Mtg	All urged to attend.	
#5	Consultations	For April consultations, W Petite to prepare a 3 panel display and floor plan and ask participants what additional research needs to be done.	
#5	Consultations	Consultation report to Library Board in June (Date) TBD READ report to Library Board in Jul (Date TBD)	
#6	Rolling Action List	Reschedule Naqvi/McKenna Tour Action: Coordinating Committee	
#6	Rolling Action List	Paulette to research OPL rent per Sf.	Done
#6	Leader Endorsement	Need action plan Action: Coordinating Committee	
#6	Advocacy Strategies	Need more Action: Coordinating Committee	
#7	READ Report Position Statement	READ must come up with position statement and preferred future to present to the OPL board Action: Coordinating Committee	In preparation
#8	St Matthias Church	Decide whether or not to include in report. Action: Coordinating Committee	
From Meeting of March 14, 2016			
#4	Cost of OPL rental space in malls	Dozois/Mitchell to find out what OPL pays for rental spaces (Emerald Plaza, Elmvale Acres, Blackburn Hamlet) in mall settings.	In progress
#4	Rosemount floor plans	Petite/Mitchell to get floor plans for all levels of Rosemount building for consultations.	Done
#6	Consultations	Foucauld/Clubb to get documents translated in time for the consultations	Done
#6	Consultations	Linda Hoad to source a-frame stands for the board	Done
#6	Consultations	Get poster content to Fiona B. Clubb	Done
#6	Consultations	Emily to finalize the consultation sign-in sheet.	Done
#6	Consultations	Foucauld to finalize welcome table	Done
#6	Consultations	Emily to get facilities information collated	
#7	Video/Song	Blaine to contact Peter Joint	
#7	Library Visit	Fiona Mitchell setting up site visit for MP Catherine McKenna and MPP Yasir Naqvi (with R Van Loon or designate): date April 15 2-4 pm.	
#8	Finances	R Van Loon to add finance and expenses to next Executive committee agenda	

READ Rolling Action List			
Agenda #	Topic	Action	Status
Next Meeting	Location	Linda Hoad to book HCC	
From Feb 8, 2016 ↓			
#4	Consultation	A Addison to finalize dates/location with Wesley Petite	Done
#5	Terms of Reference for Facilitator	R Van Loon Circulate terms of reference and send out	Done
#5	New City Mgr	R Van Loon to send letter requesting meeting with new city manager Steve Kanellakos	
#5	Rosemount on City's Infrastructure request List	R Van Loon to send letter to Mayor and City Manager requesting Rosemount be on the Infrastructure/Canada Builds request List	
#6	Advocacy	B. Marchand follow-up with Ian McMaster re testimonial/story	Done
#6	Media Releases	B. Marchand to follow-up with Larry Hudon re offer to assist with media releases	Done
#6	Postering	Emily A to coordinate the postering by sending out emails to group	Done
#6	Master Schedule	Emily A to revise master list and send out.	Done
#6	Elmdale BkFest	R Van Loon to send out call for volunteers to staff the READ table	Done
#6	Community Lists	Emil A to work with Fiona Mitchell (Councillor Leiper's office) to build community contact lists	
#6	Guerrilla Knit	Deirdre/Valerie to contact Tamarack to advise them of the project; this has changed to Councillor Leiper	
#6	Guerilla Knit	Deirdre/Valerie to confirm date in alignment with consultations	Done
#6	Song/Video	P. Dozois to provide progress report at March meeting.	Done
#6	Report Launch	B. Campbell to investigate the band (Big Bucket Band) as possible participant in the launch of the READ report	
#6	Selfies in Library	Emily A to coordinate selfies in the library	
		B Clubb to prepare photo waiver	
#6	Schools	D Foucauld to finalize mailer and distribution details	Done
#6	Size of Library	B Clubb to provide Fiona Mitchell with exact size of Rosemount	Done
		L Hoad to secure floor plans	Done
#7	Bank Account	Hoad / Dozois to finalize setting up the account	
#7	Finances	R Van Loon to send letters to all community associations in the catchment area requesting project and funding support.	
From Jan 11, 2016 ↓			
Agenda #	Topic	Action	Status

READ Rolling Action List			
Agenda #	Topic	Action	Status
4	Communications	Clubb and Dozois to finalize production of business cards.	Done
5	Consultation	Paulette Dozois to chair the consultation and engagement strategy development	Done
5	Survey	Add Cech and Foucauld to survey team list	Done
5	Postering	Addison to send out posters and all group members to post in neighbourhood venues	Done
5	Video	Dozois to continue investigating video prospect and report back.	In progress
5	Media	Marchard and Dozois to follow-up with Newswest	Done
5	Media	Campbell and Clubb to follow-up with Centretown News	
5	Media	Chair Van Loon to follow-up with Citizen's outgoing editor Andrew Potter.	
5	Schools	Foucauld to coordiante schools strategy	In progress
5	Petitions	Addison to present final proposal for petitions to coordinating committee before finalizing	Done
5	Timelines	Addison to prepare and present revised Spring timelines to next meeting.	Done
6	Communications	all participants to do a self-guided tour of the READ website	
6	Communications	Group website tour to be scheduled at a future meeting (Clubb)	
7.	Finances	Treasurer Dozois to set up account.	Done
7.	Finances	R Van Loon to send letters to all community associations in the catchment area requesting project and funding support.	Done
From Dec 14, 2015 ↓			
#	Topic	Action	
5	Rosemount Users	Rosemount branch i.e. who uses the branch and how do they use it. This to be addressed by Survey Team .	
	Technical team	Establish <u>technical team</u> : Linda Hoad , Paulette Dozois with assistance from Tom Trottier. Team will begin by organizing an architectural tour of the site.	
	Website	Put up the 90 th anniversary survey results on the website under resources	Done
	Survey team	Establish <u>survey team</u> : Richard Van Loon, Valerie Stam, Barb Clubb, Josh Nutt, Sheila Gariepy, Emily Addison	Done
	Survey	Design and implement community surveys: both paper and web-based <ul style="list-style-type: none"> ✓ Identify the options ✓ Implement surveys ✓ Host a public meeting to review the results and seek further community clarification 	Done
	Survey Team	Richard to call first meeting of survey team.	Done
	Comms team	Establish the <u>communications team</u> : Paulette Dozois,	

READ Rolling Action List			
Agenda #	Topic	Action	Status
		Jeanette Rule, Deirdre Foucauld, Emily Addison	
	Comms	Design and implement communications plan to support the action plan	
	Comms	Select and implement best communication vehicles to support and communicate the results of the action plan above: <ul style="list-style-type: none"> • Video (Jake Hannah, Dozois to contact) • Song (e.g. Tony Turner who lives in neighbourhood) • Yarn Bombing (Lead Valerie Stam with tentative date of late January); plans are progressing • Postering stores and establishments in the catchment area • Community newspapers; READ articles in every issue • News and social media, community publications • Have READ members take selfies in the library and then post on READ website Emily Addison agreed to coordinate this and will advise members when the approach has been finalized	
6	Trottier presentation	Chair will forward the information to the OPL-CEO	Done
7.	partnerships	Deirdre Foucauld to get list of schools in the Rosemount catchment area and prepare draft contact plan.	Done
	Heritage Ottawa	Linda Hoad will speak to them about doing a version of the Allston article in an upcoming issue	
	READ Video	Paulette Dozois will follow-up with film maker Jake Hannah. He has expressed interest in doing a short video.	Done
	Finances	Chair to write letter to all CAs re update, letters of support and funding	
	CAs	B. Clubb to provide Chair will contact list of Community Associations.	Done
	Finances	B. Clubb to investigate Awesome Ottawa funding possibilities.	Done