



READ

Rosemount (Library) Expansion And Development Group

Meeting # 14

FINAL Notes

Monday, March 14, 2016

7:00 to 9:00 pm

Hintonburg Community Centre, 1064 Wellington W.

Present: Richard Van Loon, (Chair), Emily Addison (Vice Chair), Andy Billingsley (CHNA), Christine Burke, Bonnie Campbell (Westboro Beach CA), Maureen Cech, Barb Clubb, Paulette Dozois (Treasurer), Deirdre Foucauld, Larry Hudon, Carol Lethbridge, Blaine Marchand, Joshua Nutt, Joanne Prindiville, Jeanette Rule (Champlain Park CA), Lindsay Setzer, Mike Sheridan (Salas), Valerie Stam, Jan Stelzer, Mary Stuart.

Guests: Councillor Jeff Leiper, Fiona Mitchell (Councillor's assistant)

Regrets: Linda Hoad

1. **Welcome and introductions - Richard Van Loon, Chair**

The Chair welcomed everyone especially Kitchissippi Ward Councillor Jeff Leiper, his assistant Fiona Mitchell as well as new participants. He thanked Linda Hoad for arranging the meeting space asked everyone to introduce themselves.

2. **Approval/revisions to agenda:** Approved as circulated

3. **Approval of notes of January 11, 2016.** The notes of the January meeting were approved (with addition of Maureen Cech in attendance) as circulated, on a motion by Paulette Dozois and Andy Billingsley.

4. **Special Guest:** The chair introduced Councillor **Leiper** noting that READ was very fortunate to have the Councillor's support for the upcoming community consultations. He also noted that the consultation consultant Wesley Petite could not be in attendance this evening due to study and work pressures. The chair also noted that Fiona Mitchell, the councillor's assistant responsible for the Rosemount file was also present.

- a. Councillor **Jeff Leiper** began by saying that he was looking forward to the first session of consultations (Mar 19 and 22) and to see Wesley in action. He emphasized that the report resulting from the consultations and related surveys would be co-approved by READ and himself and that he hoped that there would be lots of good ideas for renovation and/or expansion. He noted that originally the report was due to be completed by the end of June but that he was recommending that this be changed to the end of May so that it could be presented to the OPL board in June and thereby fitting more effectively into the City's budgeting timeline. He said that during the time that READ has been in existence (Fall 2014) he has had a number of meetings and conversations with Taggart construction officials but that no effective solution for Rosemount had emerged. (The OPL also had negotiations with Taggart but could come to no satisfactory financial or space arrangement; the OPL Board does not want to pay more than \$30/sf rental). Councillor also noted the possibility of some kind of development partnership with Ottawa West Community Support located at 1137 Wellington just north of the library, should be

investigated. In response to questions from the meeting participants the following two action items were identified.

Action: find out what OPL pays for rental spaces (Emerald Plaza, Elmvale Acres, Blackburn Hamlet) in mall settings. Dozois/Mitchell

Action: get floor plans for all levels of Rosemount building for consultations. Petite/Mitchell

5. **Remarks from the Chair:** the chair noted that the **yarn bombing installation** (called Rosemount Yarns) had gone up on March 13 around the library. He thanked Valerie Stam and her team and friends and families for all their hard work and urged all attendees to drop around to Rosemount to see the project before the elements got the best of the lovely knitted books, hearts and banners. He also noted that there were photos of the installation up on both the READ website and Facebook page. Total number of books and hearts = @ 180 plus approximately 15 knitted banners and scarves and 5 CD type hangings with heart centres.

The chair also stressed that last two weeks had been a seemingly endless round of meetings and reviewing of documents to get ready for the March community consultations and thanked all involved for their hard work and patience. During the process the chair and Barb Clubb had a very useful meeting with Councillor Leiper to review and clarify expectations and the nature of the report. He noted that it would take a lot of work to move up the schedule to have the report finished by the end of May.

6. **Preparing for Community Consultations:**

Goal Clarification: Vice Chair Emily Addison reviewed the goals of the consultation which include:

- What the community values most about the Rosemount Library including its current strengths and assets to be maintained
- The community's vision for Rosemount Library moving forward including what changes are necessary to achieve this vision and how people prioritize those changes.
- If changing the location is an acceptable way to overcome funding constraints.
- If a temporary levy is an acceptable way to overcome funding constraints.
- Any other creative ideas participants might have to achieve the community's vision for Rosemount library moving forward (aka Silver bullet ideas!).

Participation: Emily emphasized that during the consultations it is important that everyone is heard at the tables and that it was not intended that READ members necessarily lead the discussions. In response to a question regarding table host/facilitators who wanted to contribute, Emily said that everyone including READ members are encouraged to contribute to the discussions.

Table Host/Facilitators: Deirdre Foucauld, responsible for the securing and training of table host/facilitators reported that she had almost enough hosts and that several training sessions had been organized for later in the week.

Child Care: Fiona Mitchell reported that child care would be available for both sessions. The Chair thanked Councillor Leiper for making this a priority support for the consultations.

French Translation: It was agreed to have the major documents and posters translated into French and that during the sessions, there would be someone available to provide informal simultaneous translation if required.

Action: get documents translated in time for the consultations D. Foucauld/B. Clubb

Poster Board Resources: the draft posters (14) to be mounted on foam core were presented to the group. They will be finalized and be available for all four sessions. They show Rosemount compared to recent new and renovated OPL branches as well as comparative circulation and space statistics.

Action: Source a-frame stands for the boards. Linda Hoad

External advertising the Consultations: It was agreed that two sets of signs (Fr and English) were required to put outside the Rosemount library and the Hintonburg Community Centre to advertise the consultations: Fiona Mitchell agreed to take care of this.

Action: Get poster content to Fiona B. Clubb

Nutrition: Supported by Councillor Leiper, Wesley Petite is coordinating the food for the consultation sessions. Members were asked to supplement with some nutritional snacks.

Consultation Sign-In: It was agreed to have a sign-in sheet to include asking attendees if they would like to be added to the READ e-mailing list.

Action: Finalizing the consultation sign-in sheet. E. Addison

Welcome Table: agreed this was needed for information sign in, collection of donations, handing out of documents etc.

Action: coordination of welcome table. E. Addison/D. Foucauld/B. Clubb

Collation of information: Wesley Petite has secured a lot of information from OPL on the costs of previous new and renovated facilities. Councillor Leiper agreed that his intern "Nev" would be available to do this.

Action: Follow up to get facilities information collated. E. Addison

7. Updates:

Signatories on statement of support: The signatures are coming in but we have to keep coming up with new strategies to keep them flowing.

Video/Song: Chris White has been approached but nothing has been heard lately; agreed that Blaine would also contact Peter Joint about possibly helping in this area.

Action: Contact Peter Joint B. Marchand

Politicians to Rosemount A library site visit has been set up by Fiona Mitchell for April 15 from 2-4 pm. Both MP Catherine McKenna and MPP Yasir Naqvi will be there>

Action: attend site visit F. Mitchell/R. Van Loon et al

School Strategy: Deirdre reported that this has been completed and included written contact to 11 primary schools, 2 high schools and 11 parent councils. Congratulations all round.

Media Coverage: Thanks to Blaine, articles are appearing on a regular basis. The medial release on the consultations went or will be going to: CBC Radio and TV; CJOH; CKCU; CHCU; CHUO; Metroland; Ottawa Metro News; Centretown News; Ottawa News West (editor); CFRA new and Evan Solomon; Kitichissip Times; The Ottawa Citizen's (Our Town calendars); CKOY and CHIN. Media releases also went out on the yarn-bombing installation. It was agreed that after the consultations, another media release might be in order. Blaine will advise.

Community Support: It was reported that GCTC and the Gladstone Theatre had declined to provide official written support. There was speculation that this was perhaps because it might compromise other funding sources.

Photos: Larry Hudon has agreed to take some photos of the Rosemount looking very crowded. It was agreed that they would be needed by June in time for the presentation of the report on the community consultations to the OPL Board.

Business Cards: Have arrived and were distributed to those who wanted them.

Mailing Lists: It was reported that under the READ Google email system there are the following contact lists and numbers as of Mar 14: READGroup 289; Volunteers 19; Mtg attendees 26; READArts 7; READsign 88 (those who sign petition but have not yet specifically indicate that they want to be on e-mailing list); Unsubscribe 1 (this has a few more to be added).

8. Finances and Budgeting:

- The READ bank account has been established and there are funds to be deposited.
- Some of the expenses that will need to be addresses include translations and printing; this will be referred to the executive committee.

Action: Add finance and expenses to next Executive committee agenda R Van Loon

Date of next meeting:

Monday, March 14, 2016,

Hintonburg Community Centre, 1064 Wellington W.

Interim Note Taker for that meeting: Jeanette Rule

Approved

Richard Van Loon, Chair

Attachment: READ Rolling Action List As of March 14, 2016

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READ Rolling Action List			
From Meeting of March 14, 2016			
Agenda #	Topic	Action	Status
#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.	
#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	
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	
#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	

READ Rolling Action List			
		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
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	

READ Rolling Action List			
		and funding support.	
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, 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 Rolling Action List			
	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