

READ
Rosemount (Library) Expansion And Development Group

FINAL Notes

Monday, May 9th, 2016

7:00 pm

Hintonburg Community Centre

Present: Richard Van Loon, (Chair), Emily Addison (Vice-Chair), Christine Burke (Mechanicsville CA), Barb Clubb, Bonnie Campbell (WBCA), Paulette Dozois, Deirdre Foucauld, Linda Hoad, Vice Chair & (HCA), Larry Hudon, Marguerite Keeley, Carol Lethbridge, Gisele Microys, Josh Nutt, Joanne Prindiville, Jeanette Rule (Champlain Park), Lindsay Setzer, Megan Therrien (Dalhousie CA)
Councillor Jeff Leiper (Kitchissippi Ward), Fiona Mitchell, Councillor's Assistant.

Regrets: Blaine Marchand, Andy Billingsley (CHNA)

1. Welcome and introductions Richard Van Loon.

Chair Van Loon opened the meeting welcoming all and thanked Linda Hoad for booking the meeting room.

2. Minutes approved with minor changes. The Chair thanked Jeanette Rule for taking the April meeting notes.

3. Agenda approved with the addition of Councillor Leiper.

4. Remarks from the Chair.

Chair noted that at the April round of consultations there were about 60-70 participants and he thanked the volunteer table facilitators, Councillor's staff for coordinating the food, and Emily for coordinating the questionnaire. In particular he expressed READ's gratitude to Councillor Leiper for financing and supporting the consultation process including facilitator Wesley Petite.

Meeting with Minister McKenna: The Chair reported that on Friday, April 29, he, Emily Addison and Barb Clubb had met with Minister Catherine McKenna (in lieu of her not being able to make the tour of the Rosemount Branch). She was much less aware of the Rosemount situation than MPP Hon Yasir Naqvi and has not yet had an opportunity to visit the branch (her branch is Sunnyside). The goal was to seek her support and information on what infrastructure funding might be available through the Canada 150 Infrastructure Fund. She emphasized that the funds were very much about job creation and felt that the READ project might well qualify for the 2nd round of the program but emphasized the importance of having a project plan ready and better still be "shovel-ready". The Minister indicated she would be very supportive of an application for the Rosemount Library.

Kitchissippi Forum: The Chair reported that Emily Addison had made a very good presentation at the most recent Kitchissippi Community Association forum hosted by Councillor Leiper. Chair Van Loon and Barb Clubb were in attendance as well. It was noted that if READ is invited to present at future forums we should be accompanied slides and by having handouts/people at the information table. Even if READ is not presenting we should always attend the forum to network with community leaders and be fully aware of the many things going on in the Kitchissippi Ward and the Rosemount library catchment area. The next forum is in the late summer or early fall.

5. Consultation Update:

a. Summary of READ consultation findings:

Emily Addison provided a short summary of the second (April) round of consultations.

This included ideas for renovation (e.g. more space, maintaining heritage, more accessible entrance, more programming space, improving bathrooms);

ideas for expansion e.g. (expand over Tamarack driveway or Somerset West CHC, remove back addition and build three storeys rather than two; fill in the NW corner of lot, expand right to the front sidewalk, add interior mezzanine);

research interests e.g. bigger entrance, remove back and add storey, determine best and most flexible use of space (hire consultant), future growth statistics for area, seek local staff perspective, environmental impact, heritage focus;

priorities for a new location: 10k-15k sf, closer to current location, near high foot, bike traffic and transit, close to needy demographics and schools, quiet spaces, natural lighting, not leased condo space, reasonable operating costs, eco-considerations for building 21 century facility, central to catchment area

Emily Addison also reported that she was working on the analysis of the compilation of the data from the online survey.

b. Consultation Report Structure: The report currently being drafted will have the following structure:

- i. Executive summary
- ii. Introduction to the process and goals of the consultation
- iii. Methodology
- iv. Findings
- v. Conclusion and summary of findings
- vi. Appendices

The findings will also include information from the: online questionnaire, the interviews with the users of the Parkdale Food Centre, interviews with the students at Fisher Park School, interviews with users outside the Rosemount Library.

c. Attendance at the OPL June 14 Meeting: it was agreed that if Councillor Leiper presents the consultation report at the meeting, at least three READ members should make 5 minute presentations focussing on key aspects of the findings of the report (not presenting READ recommendations) and other related issues.

6. READ Position for reports to OPL Board

- a. The Chair and others noted that the most important tasks ahead of READ were finalizing its own report with recommendations (following the receipt of the final consultation report) flowing from the consultations and determining the best way to get READ's position in front of the OPL Board. He also stressed that it was critical that READ come to consensus on what it recommends to the board. He suggested that before making a presentation to the Board (June/July) that it would be important to meet with the CEO and her staff to review the approach READ is recommending.

Action: READ to have at least three representatives speaking at the June 14 board meeting if Councillor Leiper is presenting the report on the community consultations.
Action: READ June meeting will be move ahead to Tuesday, June 7th (replacing June 13) to provide more time to prepare for the OPL board meeting.

- b. Councillor Leiper: Noted that in his opinion \$1M or even \$2M would not adequately address the needs identified in the consultations and which are very apparent to those who use the Rosemount Library. He advised that he would be requesting a place on the OPL Board meeting agenda of June 14 and that READ should also speak. He will be reporting on the results of the consultation. He suggested that with the preliminary results in hand the best approach would be to recommend strongly that specific research be done with the planning money available; that a modest amount of funds be requested to address most immediate and pressing facility needs; that a strong recommendation be made for the board to commit to a longer term plan (no more than five years) to rebuild the branch and/or relocate nearby and if that is the recommended option that the Rosemount library facility be repurposed for a suitable community use that would respect the historical contribution it makes to the community.

Action: Councillor Leiper and his staff will request city staff provide population projections for the Kitchissippi Ward and the Rosemount catchment area relative to other areas of the city as well as detailed information on the diversity of the population, age levels, income levels, housing types etc.

- c. Process leading to READ Presentation at June 14, OPL Board Meeting
 - i. Councillor Leiper will request item on the June OPL Board meeting
 - ii. READ members (at least 3) will present.
 - iii. To support READ presentation we need demographic projections for the catchment area, combined with current usage to make the point re size. Fiona and Emily will get catchment data for Emerald Plaza and Sunnyside and it might be useful to have data for North Gloucester and St-Laurent (less busy but much larger than Rosemount)
 - iv. Information on possibilities on what other cities have done e.g. Edmonton, Carnegie renewals. This will lead to specifications regarding a new library.
 - v. We need to show position to staff prior to board meeting.
 - vi. Need a media advisory with an indication (not exact words or positions) likely on the Friday (June 10) before the meeting
 - vii. Need to draft:

- Data and case for more space (Fiona and Emily)
 - Possibilities for new site based on what other cities have done and other Ottawa branches
 - Requirements for required repairs to get us through to the opening of a new/relocated facility
- viii. Need a drafting committee. Richard to strike committee. It will meet on Sunday June 5, 2-4.
- d. READ Rosemount for Expansion/Renewal
- i. In consultations people expressed how much they love Rosemount: due to building, the way it's run, the staff, the familiarity
 - ii. Also heard constantly that there is not enough space, constant overcrowding, dysfunctional layout, poor accessibility, building badly run down, poorly kept grounds.
 - iii. Having reviewed population characteristics and projections and current and projected usage it's clear the current space is not adequate. There is no way 6K sf can meet future needs. We need 8 to 10K sf. We need to do more research on this one. If changes to current building cannot meet target then need relocation/new facility. Anything less is unacceptable and not worth wasting money on.
 - iv. Assuming target cannot be met then strong recommendation would be that the branch be moved to a location where this is possible while trying to maintain some of the historical sense and features of the current location. Therefore the question is: how this might be achieved and what steps are necessary to get there. Based what we have seen of other branch libraries in Ottawa and other Canadian cities, we could forward some ideas. Some of our recommendations for needs that must be met are: (to be developed)
 - v. Assuming a move is necessary we request
 - A firm commitment to relocate to a site allowing a facility appropriate to the community size and usage and timelines. The commitment should be public and reiterated annually until the job is done.
 - Improvements to be made in 2017, to the current site to deal with the most immediate and strongest concerns expressed in our consultations (listed in report). These should be minor enough to be well under \$1M and READ will have to develop a list.
 - vi. We understand the love for the old Carnegie library building so we recommend that every effort be made to find an alternative use for it that will maintain its connections to the community and result in some improvements to the exterior and interior

7. Advocacy/Action follow-up

- a. OPL Facilities:
 - i. Carnegie renovations: The chair acknowledged the good work done by Nevena Vucetic who completed research and a report on Carnegie library facilities in Ontario that had been extensively renovated/expanded. This will be posted on the website for all to read.

- ii. Spending on OPL Renovations: Emily A has received some of the information but not all. A report is being compiled.
- iii. Branch boundaries: Emily pursuing
- iv. Rent paid for OPL Branches: OPL is compiling for Emily A
- v. Edmonton Public Library: Barb Clubb reviewed the Edmonton Public Library's approach to branch and central library building development and renewal in particular the Calder and Capillano branches significant rebuilds as well as the development program for the central library. EPL keeps the community informed by posting extensive information, designs and photos on a special part of the Library website. [More information](#)
- b. Read Endorsements from Community Associations: Emily A reported that this work is in a holding pattern at the moment.
- c. Video-Song Project: In progress under direction of Bonnie Campbell and Paulette Dozois. May not be done until the Fall.
- d. Photo Project: has been set up for Saturday, May 21 at 10:00 in Rosemount. Emily coordinating getting families with children to show up.
- e. Hintonburg Art Park (Sat, May 28 10-5 pm in Parkdale Park) and Prose in the Park Literary Festival and Book Fair (Sat June 4, 2016 11-6 pm): agreed that READ will have a table at each. Paulette to coordinate getting READ volunteers to staff the table.

8. Finance and Budgeting:

Agreed that if people have expenses they wish to claim for they should submit to Treasurer Paulette Dozois for review.

Meeting adjourned at 9:10 pm

Date of next meetings:

Tuesday, June 7th, 2016 7-9 pm at Hintonburg Community Centre

Tentative

Monday June 20th, 2015 7-9 at Hinton Community Centre

Drafting Committee: Sunday, June 5th, 2-4 pm

Attachment: READ Rolling Action List as of May 9th, 2016

READ Rolling Action List			
Agenda #	Topic	Action	Status
From Meeting of May 9th, 2016			
6a	Consultations	READ to have minimum of 3 members to present at OP Bd mtg June 14 (only if Councillor Leiper also presenting) Action: Chair	
6a	READ Mtg	Change June monthly meeting to June 7 th from June 13.	Done
6b	Statistics	Councillor Leiper's office to request demographic information from City. Action: Fiona Mitchell	
6c	READ Report	Action: Chair to strike drafting committee	Done
7a-i	Carnegie Report	Action: BC to post on website	
7c	Local Fairs	Action: Dozois to organize READ volunteers for both Art in the Park and Prose in the Park	In process
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

READ Rolling Action List			
Agenda #	Topic	Action	Status
#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	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

READ Rolling Action List			
Agenda #	Topic	Action	Status
#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 ↓			
6a	Consultation		
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 .	

READ Rolling Action List			
Agenda #	Topic	Action	Status
	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 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	

READ Rolling Action List			
Agenda #	Topic	Action	Status
		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