

**AGENDA ITEM DOC#3**

**Subject: FOPL Executive Director Update based on 2016-17 Goals**

**Date: June 1, 2017**

**Prepared by: Stephen Abram, FOPL Executive Director**

**Prepared for: FOPL BoD Meeting, June 9, 2017**

For this Board meeting, I am attempting to report my activities based on the ED Goals agreed to in my 2016 Performance Management meeting with the Board. These goals align with our recently approved (Nov. 18, 2016) FOPL Strategic Plan 2016-2020.

My top priorities and time commitment (averaging three days weekly) in 2016-17 are:

1. Addressing the community’s needs with respect to the Public Library Funding Review under the Culture Strategy
2. Ensuring the stable and sustainable transfer of financial activities and other operational activities from TPL to the FOPL offices.
3. Managing the OMD project, Statistics, and the marketing campaigns.
4. Working closely with our partners to ensure “One Voice for Ontario’s Public Libraries” and success

These four priorities comprise the Board direction to the Executive Director.

***Second Quarter Strategic Activities and Initiatives 2016-2020***

* **Addressing the community’s needs with respect to the Public Library Funding Review under the Culture Strategy**
* Gained endorsement from ALL public library associations and agencies for a Joint Discussion Paper as a written response to the Ontario Culture Strategy and the Public Library Program Funding Review [PLPFR].
* FOPL consulted with the Ministry of Culture on the process for the consultations.
* FOPL had two attendees (including our Chair) at the first two consultations (Community Hubs & Leadership/innovation as well as Standards and Measurements and we will be the session on Digital Service on June 9th afternoon.)
* Attended and spoke at two Provincial Budget consultations.
* Wrote and submitted a Budget 2017 request to the Minister of Finance.
* We were successful in gaining $1 million in #BudgetTalks funding and are advising the Ministry on this project over the summer.
* We have an additional $2.5 million in unallocated funding. We are being consulted on this but I believe this is a reserve fund for funding digital activities since the Ministry is sourcing a consultant on this issue now.
* The Indigenous Libraries review by external consultants was flag-poled at the North Bay FCSAG meeting. It should be released soon after taking the communities responses there into account.
* Released 2017 Ontario Public Library Statistics Report to all members in Jan. 20-17, mere months after the data release. (Prepared and submitted final grant report to the Ministry in April 2017). Members continue to use these data
* Submitted and wrote documents for the Community Hubs secretariat.
* Attended the Community Hubs Summit. Our program and speaker ideas were accepted. They indeed worried there would be too many librarians there! I gave a short talk and spoke often with Minister McMahon as well as other cabinet members and senior staff. I also got two other librarians on panel discussions.
* Working with ORION as an advisory group for libraries. We were successful in getting on the program at the ORION conference in May and I was on the opening keynote panel. Debating a $20+ million ask for broadband capital for small and rural areas. I am now advising the ORION CEO and key team members.
* Submitted an ideas regarding broadband access to the #BudgetTalks. We won the online vote!
* Attended these Ministry sessions:
  + Ministry of Tourism, Culture and Sport’s library roundtable on Leadership & Innovation and Community Hubs
  + Ministry of Tourism, Culture and Sport’s library roundtable on Standards and Performance Measurement
  + Ministry of Tourism, Culture and Sport’s library roundtable on Digital Services
* Support First Nations libraries with national and provincial advocacy
  + Provided statistical analyses of the performance, value and impact of First Nations Libraries.
  + Engaged in Federal-provincial activities regarding funding opportunities and education/library issues to address weaknesses in the support for First Nation communities and learners.
  + Organized and promoted Twinning and Sponsorships for EVERY Ontario First Nation reserve public library.
  + Participated in the FN Consultations with the province. Provided data and documentation.
* **Ensuring the stable and sustainable transfer of financial activities and other operational activities from TPL to the FOPL offices.**
* We have the largest FOPL membership base ever. We are following up with a very few non-renewals and talking to them directly.
* Moved FOPL offices to TRL into temporary accommodations. Phones, Fax, and Mail are working.
* Finished Audit of FOPL and implementing recommendations.
* Updated and renewed SAGE accounting software.
* Transferred all banking and VISA management to FOPL Offices
* Transferred all files to FOPL offices from NYCL after closure was extended.
* Remaining to do are: modernization of payroll.
* Wrote Board discussion document on committees and task force alignment with strategic planning activities.
* **Managing the OMD project and the marketing campaigns.**
* See separate Board document. Our consultant attended the last Board meeting and reported on the project as well as answered questions. We need to discuss and decide year two funding approval.
* Our project is on track. Excitingly we hope to have the majority of libraries covered as measured by population impact by the end of May.
* We have done two OMD satisfaction surveys with the member libraries and have had huge success.
* We WILL be ready to form a social media response to government funding activities in 2017!
* Released and empowered the “One Voice for Ontario’s Public Libraries” tagline and implemented the French and English reports on the website. Two websites are relevant to these activities: <http://www.ThinkAboutLibraries.ca> and <http://www.oplw.ca>

# “A **Visit** Will Get You **Thinking**.”

# or “Une **visite**: ça fait **réfléchir**.”

* FOPL coordinated a full meeting of FOPL, OLA, SOLS, OLS-North, CULC, and CFLA to coordinate Canadian Library Month and Ontario Public Library Week. Big changes and strategies coming here!
* In partnership, booked a booth at the AMO conference in July 2017. Joint planning with SOLS and OLS-North, OLA in process. We have a booth and are working with our lobbying firm
* Building measurements and measureable success as well as an LDRI platform.
* We have completed the following special custom statistical peer reports:
* Kawartha Lakes Public Library
* Aurora Public Library
* Pickering Public Library
* First Nations Public Libraries
* Barrie Public Library
* Newmarket Public Library
* St. Marys Public Library
* Caledon Public Library
* Wellington County Libraries
* Lambton County Library System (Sarnia)
* Kingston Frontenac Public Library
* Thunder Bay Public Library
* Gravenhurst Public Library
* Woodstock Public Library
* **Working closely with our partners to ensure “One Voice for Ontario’s Public Libraries” and success**
* Worked with all of SOLS, OLS-North, OLA, OPLA, OLBA, CULC, AMPLO, ARUPLO, CELUPL, etc. to create discussion papers around Culture, Community Hubs, Municipal Act, and PLPFR,
* Working with OLA on Queen’s Park Day 2017 and issued an RFQ in April 2017 for a lobbying firm. This is the start of our planning for an Inter-ministerial summit at OLA Super Conference 2018. We hope to have the lobbying firm on board by Monday June 5th.
* **People Capacity: Training & Development**

Provide Ontario’s Public Libraries with professional training and development

* Enhanced the LearnHQ Trustee Training modules.
* Added bi-weekly notices to keep our project top of mind.
* Reported on the grant to the CDF.
* Continue to offer symposia in partnership with the iSchool at Toronto.
* I attended, facilitated, and participated in the Community-Led Libraries ThinkTank.
* Participating and speaking at the Annual Institute of the Library as Place.
* I attended the Project Outcome workshop in Brampton.