

Report to/Rapport au :

**OTTAWA PUBLIC LIBRARY BOARD
CONSEIL D'ADMINISTRATION DE LA BIBLIOTHÈQUE PUBLIQUE D'OTTAWA**

**April 14, 2014
Le 14 avril 2014**

**Submitted by/Soumis par : Anna Basile
Manager, Planning and Board Support /
Chef de service, Planification et soutien du C.A.**

*Contact Person / Personne ressource: Anna Basile
(613) 580-2424 x 32335, Anna.Basile@BiblioOttawaLibrary.ca*

Ref N°: OPLB-2014-0046

**SUBJECT: 2014 Calendar of Reports, Outstanding Inquiries, Motions, and
Unscheduled Reports**

**OBJET : Calendrier de 2014 des rapports, des demandes de renseignements
non traitées, des motions et des rapports non prévus**

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive this report for information.

RECOMMANDATION DU RAPPORT

**Que le Conseil de la Bibliothèque publique d'Ottawa prenne connaissance de ce
rapport à titre d'information.**

The 2014 Calendar of Reports, Outstanding Inquiries, Motions, and Unscheduled Reports is attached for information in Appendix 1 (Table 1).

OUTSTANDING INQUIRIES

There are no outstanding inquiries.

SUPPORTING DOCUMENTATION

2014 Calendar of Reports, Outstanding Inquiries, Motions, and Unscheduled Reports
(April 14, 2014 – Appendix 1).

APPENDIX 1

2014 Ottawa Public Library Board (Calendar of Reports)

Table 1 provides a listing of upcoming Board reports scheduled for review.

| MAY 2014 | | | |
|-----------------------|---|--|---------------------------|
| | REPORT | REQUIREMENT | REFERENCE |
| MAY | Revision of Board Procedure By-law (Notice of Motion) | Board Governance Review Report dated November 19, 2013 | Reference #OPLB-2012-0088 |
| | Q1 2014 Financial Report | Board Policy A.4 | |
| | Monitoring Report: A.3 Financial Planning and Budgeting | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.4 Financial Condition | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.6 Asset Protection | Board Motion – Sept. 8/08 | Motion # 052-08 |
| JUNE 2014 | | | |
| | REPORT | REQUIREMENT | REFERENCE |
| JUNE | Board Policy Review and Development | Board Governance Review Report dated November 19, 2013 | Reference #OPLB-2012-0088 |
| | Approval of Board Procedure By-law | Board Governance Review Report dated November 19, 2013 | Reference #OPLB-2012-0088 |
| | Strategic Plan Refresh | | Reference #OPLB-2013-0125 |
| | Monitoring Report: A.1 General Executive Constraint | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.5 Emergency CEO Succession | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.30 Protection of Branches | Board Motion – Sept. 8/08 | Motion # 052-08 |
| SEPTEMBER 2014 | | | |
| | REPORT | REQUIREMENT | REFERENCE |
| SEPTEMBER | 2013 Audited Financial Statements | | |
| | Q2 2014 Financial Report | Board Policy A.4 | |
| | Monitoring Report: Fundraising Suite | Board Motion – Sept. 8/08 | Motion # 052-08 |

| OCTOBER 2014 | | | |
|----------------------|---|--|---------------------------|
| | REPORT | REQUIREMENT | REFERENCE |
| OCTOBER | Semi-Annual Performance Measurement Framework Report | Board Approval OPLB Meeting March 18, 2013 | Reference #OPLB-2013-0040 |
| | Monitoring Report: A.8 Communication and Counsel to the Board | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.27 (MFIPPA) | Board Motion – Sept. 8/08 | Motion # 052-08 |
| NOVEMBER 2014 | | | |
| | REPORT | REQUIREMENT | REFERENCE |
| NOVEMBER | 2015 Meeting Schedule | <i>Public Libraries Act, S.16(1)</i> | |
| | Q3 2014 Financial Report | Board Policy A.4 | |
| | Monitoring Report: A.16 Use of Technology | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.17 Records Management | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.31 Strategic Planning | Board Motion – Sept. 8/08 | Motion # 052-08 |
| DECEMBER 2014 | | | |
| | REPORT | REQUIREMENT | REFERENCE |
| DECEMBER | End of Term Board report / Legacy Report | | |
| | Monitoring Report: A.14 Environmental Sustainability | Board Motion – Sept. 8/08 | Motion # 052-08 |
| | Monitoring Report: A.29 Library Facilities | Board Motion – Sept. 8/08 | Motion # 052-08 |