

# REPORT

## Oakville Public Library Board

**Meeting Date: December 8, 2022**

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**FROM:** Oakville Public Library

**DATE:** November 29, 2022

**SUBJECT: CEO Update – December 8, 2022**

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### **RECOMMENDATION:**

That CEO Update report be received for information.

### **KEY FACTS:**

The following are key points for consideration with respect to this report:

- OPL will discontinue its “MY OPL” mobile app as of December 30, 2022. All customer are requested to move OPL’s “OPL to Go” app by that date to maintain services.
- OPL Friend of the Library will be hosting a book sale on December 9/10 at Central Branch.
- Oakville Town Council has three new Councillors. OPL CEO, Tara Wong will be meeting with Councillors Nanda, Xie and McNeice in the coming weeks to orient them to OPL and to learn about their goals for their Council term and how OPL can assist. Meetings with re-elected Councillors will be scheduled for the New Year.
- The 2022 audit plan will come to the board in January 2023.

### **BACKGROUND:**

N/A

### **COMMENT/OPTIONS:**

#### **OPL Mobile Apps going from two to one.**

OPL currently has two native applications that are in use by our customers. This can be challenging for customers and staff to navigate so on December 31, 2022, OPL will discontinue the “**My OPL**” app this date marks the end of our contractual

agreement. The retirement of the “My OPL” app was communicated to the Board in 2021 during our APP review update.

OPL will shift all customers to the newly updated “**OPL to Go**” application. “OPL to Go” is developed and maintained by Bibliocommons, same vendor as OPL’s catalog, and has countless integration points with our offered services

A campaign is currently in motion to convert all users to “OPL to Go” as Apple’s App store and Google Play Store do not offer customer information to directly reach out to current users of the “MY OPL” app. In light of this, OPL has commenced a campaign to Transition users to the new application

**Key Messages:**

- External: Focus on current mobile app and benefits, with a nod to the fact that the old app will be discontinued as of December 31.
- Internal: Inform customers of the old mobile app discontinuation deadline and redirect to our website to learn about current mobile app
- Build awareness of current mobile app – website, newsletter and digital screens
- <http://opl.ca/MobileApp>

**Welcoming three new Councilors to Town of Oakville Council**

Oakville Town Council welcomed 3 new councillors for the new term.

- Councillor Nav Nanda – Ward 7 Town and Regional Councillor
- Councillor Scott Xie – Ward 7 Town Councillor
- Councillor Jonathan McNeice – Ward 7 Councillor

OPL CEO, Tara Wong will be meeting with Councillors Nanda, Xie and McNeice in the coming weeks to orient them to OPL and to learn about their goals for their Council term and how OPL can assist. Meetings with re-elected Councillors will be offered and scheduled for the New Year.

**Audit Plan for 2022– Appointment of Auditors**

The OPL Board appoints auditors annually, generally at the last meeting of the year. However, 2021 was the last year of the Town of Oakville’s five-year contract with KPMG. Due to the municipal election, Council won’t appointment an audit firm until their December council meeting.

Therefore, the 2022 audit plan and request to appoint auditors will come to the OPL Board’s January meeting.

**December FOL Book Sale**

On December 9-10, 2022, FOL will host its last book sale of the year at OPL's Central Branch. The book sale continues to be operated and staffed exclusively by the Friends of the Library's volunteer committee with all proceeds from the book sale going to help OPL expand library services and spaces.

**Upcoming Book Sale Dates and times:**

- Friday, December 9 → 10AM - 4PM
- Saturday, December 10 → 10AM - 4PM

**APPENDICES:**

N/A

Prepared and Submitted by:  
Tara Wong, CEO