

Winnipeg Public Library Board (WPLB)
September 13, 2010 5:00 p.m.
Louis Riel Library, 1168 Dakota Street

Final approved minutes

Present: R. Burgess, Chair; V. DePape, A. Hoeft, D. Hultin, C. Kolybabi-Labossière,
J. St. Hill, S. Singh, T. Surgenor, R. Walker, A. Wallace, J. Watt and H. Graham

Regrets: D. MacEwan, J. Mabee, B. McDonald, Councillors M. Pagtakhan and H. Smith

Guests: T. Lockhart, Branch Head / Librarian, Louis Riel Library

Observer: A. Geary, Chair, Riel Library Advisory Committee

1. Call to order

Chair R. Burgess called the meeting to order at 5:07 p.m.

2. Approval of the agenda

The agenda was approved on a motion by A. Hoeft and seconded by C. Kolybabi-Labossière.

3. Guest speaker and tour

Louis Riel Library Branch Head / Librarian T. Lockhart provided a description of the upcoming re-opening ceremonies, to take place on Saturday, September 18. The Riel Library Advisory Committee will provide refreshments. Guest speakers will be the Hon. C. Melnick, MLA, Councillor J. Swandel, and Manager of Library Services R. Walker. There will be activities for children. The branch closed from mid-May to mid-July for extensive renovations, which included rearrangement of service functions, lower shelves, relocation of sections of the collection for greater visibility and access, better lighting, new carpet, painting, and the addition of a tutorial room which had formerly been an underutilized office. Mr. Lockhart then took Board members on a tour to view these and other features of the renovated facility.

4. Approval of Minutes

The minutes of the July 5 Board meeting were approved with the following amendments:

- The correct date for the Books2Eat meeting was August 13.
- A note will be inserted on page 2, after the motion to accept the strategic planning proposal submitted by The Training Source, to confirm that the quorum for approving that motion was reached when two Board members, who had not attended the July 5 meeting, approved the motion by email on July 6, 2010, thereby ensuring a quorum to vote on that motion.

MOTION: V. DePape / J. Watt

**That the amended minutes of the July 5, 2010 meeting of Winnipeg
Public Library Board be approved.**

Carried

5. Matters Arising from the Minutes

a. LAC Chairs' meeting

Ms. Kolybabi-Labossière listed the agenda items for her meeting with Library Advisory Committee Chairs on September 21 at St. Boniface Library: advocacy; LAC brochures; questions to the Board; general discussion on how LACs might promote the Library and its services; and Books2Eat.

6. Reports

a. Chair

Vacancies

Ms. Burgess said that there will be three Board vacancies, created by the departures of D. Hultin, J. Watt and C. Kolybabi-Labossière. J. St. Hill has tentatively agreed to Chair the committee to nominate candidates for the 2011 Library Board. *(The Board reviews copies of applications forwarded by the City Clerk's Department, and makes recommendations, usually required by the end of November, to the City's Executive Policy Committee.)*

Current Board members eligible to reapply are: R. Burgess, D. MacEwan, J. Mabee, for third terms; and A. Hoeft, for a second term.

Also eligible to reapply are 18 Library Advisory Committee members, one of whom resigned in September. To Board notes for LAC meetings, H. Graham is adding the names of those eligible to reapply for 2011-2012. Ms. Graham will forward applications, and/or the link to applications, when they become available later in September.

To recruit new members for both the Board and LACs, the Board will place ads in the community newspapers in early October, and will seek editorial space. The information will also be sent to various networks. Once again the Board will focus on the Aboriginal community but will follow up with personal contact with those who participated in the Leskiw study.

V. DePape has agreed to Chair the committee that will nominate Board members to sit on the Executive Committee. The positions are Chair, Vice-Chair, Treasurer, and Member-at-Large. The Past Chair also sits on the Executive Committee.

Canadian Library Association report

Ms. Burgess had forwarded her report about the CLA conference, held in Edmonton in early June, to Board members. However, she asked Mr. Walker to clarify the status of Library volunteers, as an amendment to the report. Mr. Walker said that the Library does in fact use volunteers, for example, teens were involved in the Read Aloud Program and Family Fun Literacy Days. Ms. Burgess thanked the Board for providing her with the opportunity to attend the conference to gain useful knowledge and to network with other trustees. She said the experience was very helpful, especially for advocacy.

Status of 2010 Objectives

Ms. Burgess provided an update on the status of each objective:

To advocate:

- Additional funding came this year without pressure to Council;
- Need to have the materials budget increase put into base budget;
- We are on the radar for the civic election;
- Working with LACs to raise awareness, etc.

To enhance (the Library):

- Aboriginal study: working group/implementation team in place; there is a three-year plan; Ms. Burgess noted the Library's excellent Elder-in-Residence program
- Ms. Burgess observed that @ the Library is continuing to improve.

To promote (the Board and Library):

- Enhance Speakers' Bureau to include more of a focus on opportunities for donations to the Library;

To strengthen capacity:

- The November 20 strategic planning session is scheduled; the Board will develop a four- year plan;
- The Board is becoming more active in its recruiting efforts.

These objectives will help set the format for our 2010 annual report.

Re-opening of Louis Riel Library

Ms. Burgess thanked the Riel LAC for its involvement in the re-opening and anniversary celebration of Louis Riel Library.

MLTA

Ms. Burgess is working on meeting with Diane Bazin, current president of the Manitoba Library Trustees' Association, to discuss what our Board and MLTA can do together. For example, Ms. Burgess would like to work with MLTA to prepare a report for the next annual meeting of the Canadian Library Trustees' Association.

Millennium Library's Local History Room

Local History Room Librarian Louis-Philippe Bujold gave Ms. Burgess a tour of the Local History Room, located on the 3rd floor of Millennium Library. She would like the Board to have a similar tour when the Board meets at Millennium Library. The librarians have done an excellent job of building the collection, especially in buying second hand books. They have an arrangement with a local dealer of used books, for the first right of refusal of those the dealer will not be keeping. Mr. Bujold has an annual budget of \$4,000 for materials.

Mr. Walker added that the Winnipeg Real Estate Board has donated a copy of *Terry*, a book on Terry Fox, who was the 2010 inductee into the Winnipeg Citizens' Hall of Fame. <http://www.winnipegfame.ca/documents/08-25-10NEWSRELEASEACitizenoftheHighestOrder.pdf>
The book, signed by the Fox family, will eventually be located in the Local History Room.

The Local History Room materials can be viewed within that room, but cannot be removed.

Mr. Walker said that the Library has applied for funds under Heritage Grants Advisory Council -- Culture, Heritage, Tourism and Sport, to restore two historical V. A. Long paintings that are currently hanging in the local history room. The cost of restoring both is \$3,000- \$4,000, money that is not in the Library's normal operating budget. This organization has offered to provide the Library with \$3,000 in funding if volunteers work at two bingos in Winnipeg. Ms. Burgess forwarded a call for volunteers to Board and Library Advisory Committee members, and the Friends of Winnipeg Public Library has polled its membership. Fourteen volunteers are needed; several members of these groups have since offered to help.

Future Canadian Library Association conferences:

- **2011 - Halifax, Nova Scotia: Wednesday, May 25 – Saturday, May 28**
- 2012 - Ottawa, Ontario, Wednesday May 30 - Saturday, June 2
- **2013 - Winnipeg, Manitoba, Wednesday, May 29 - Saturday, June 1**
- 2014 - Victoria, British Columbia, Wednesday, May 28 - Saturday, May 31
- 2015 - Ottawa, Ontario, Wednesday, June 3 - Saturday, June 6
- 2016 - Halifax, Nova Scotia, Wednesday, June 1 - Saturday, June 4

b. Treasurer

J. Watt distributed copies of his financial statement, dated September 12, 2010, showing monthly 2010 expenditures compared with the budget. He noted several forthcoming expenditures. He also noted that the Board is eligible to apply for a 50% GST rebate.

Mr. Watt estimates that upon application the Board could receive approximately \$877 for 2010.

Mr. Watt invited members to volunteer for the 2011 budget committee that would meet in once or twice in October-November, and would present a draft budget to the Board in December. The committee would meet again in 2011 after the Board would know the amount of the City grant. In October the committee would review 2010 expenses to date and plan for 2011. Mr. DePape suggested that those who are not on the Executive Committee consider participating. One member expressed interest but will be away from October 6 to December 16.

c. Executive Committee

Ms. Burgess reported.

Strategic Planning

A facilitated planning session will be held on Saturday, November 20, from 9:00 a.m. until 4:00 p.m. in the Buchwald Room. Refreshments, including lunch, will be provided.

At the November 8 Board meeting, binders of background and other information will be distributed to Board members to review before November 20. Ms. Burgess will be asking for volunteers to provide sweet edibles.

Facilitator Wendy Phaneuf will be a guest at the September 27 Executive Committee meeting.

Teachers' SAG Conference

Nina Logan, a LAC member who is involved with planning for the October 22 SAG (Special Area Group) conference for the Manitoba Association of Teachers of English, has suggested that Library handouts could be placed in registration kits. She would need 400 of each item, ideally. D. Hultin will update our Board Fact Sheet and H. Graham will arrange for its printing, before the deadline of October 13. The Library will provide copies of *@ the Library*, and Ms. Graham will check with the Library's K. Williams about any other appropriate materials that would be available in that quantity.

Community Development Workshop

Community Economic Development (CED) is action by people locally to create economic opportunities and better social conditions, particularly for those who are most disadvantaged.

Canada's largest annual CED learning event, *Cultivating Cooperation - the 8th Annual Manitoba CD/CED Gathering*, a free event, will be held on Friday, October 22 at St. John's High School. Participants will have access to over 25 workshops, including Community Engagement, Understanding Poverty, Co-ops 101, and many more. Board members suggested that J. Mabee, as the Chair of the Board's Community Outreach Committee, be invited to attend.

d. Community Outreach Committee

H. Graham reported on behalf of Chair J. Mabee.

An outcome from one of the Board's 2009 Language and Literacy grants has been the recent publication of *Women Inside Out*, written by clients of the Elizabeth Fry Society, including some housed at the Winnipeg Remand Centre. Former St. John's Library Branch Head David Jacobson, in addition to offering branch resources, gave creating writing workshops to remanded women. EFS donated two copies of the publication, one of which has been added to the collection at St. John's Library, and the other was given

to the Board. Two additional copies were requested and provided to the Library's Outreach Division.

Mr. Walker has forwarded two notices to Library staff, encouraging applications for the 2010 Jack Montgomery Community Outreach grant. Application deadline is October 29, 2010.

The retention pattern for the online version of the Board's minutes will be changed to five years. As requested, the online minutes have been placed into annual folders, to facilitate searching.

The next Community Outreach Committee meeting will be on Thursday, September 23 at St. Boniface Library at 5:00 p.m.

In the summer, Ms. Graham, as requested by Library Outreach Coordinator K. Williams, reminded her of the February 28 deadline to submit an entry for the Canadian Library Trustees' Association's Stan Heath Achievement in Literacy award. Ms. Graham wondered if the WELL program could be included in that submission, as well as the series of photo brochures and related teaching materials, which introduce the Library to newcomers.

e. Manager of Library Services

Mr. Walker handed out his report (attached in Appendix A). He spoke about current branch renovations, Aboriginal Youth Services projects at WPL, the Library's 2009 annual report which is posted at <http://wpl.winnipeg.ca/library/libraryservices/annualreports/annualreports.asp>, Millennium Library's hours' report, new databases, catalogued paperbacks, Show and Save cards, Seniors' Friendly Programs, and the forthcoming launch of a Chinese DVD collection at Pembina Trail Library.

Ms. Burgess mentioned a letter of thanks from University College of the North, sent to Mr. Walker and copied to the Board. Dean Stan Garner thanked Mr. Walker for the *"gift-in-kind of 42 sections of library shelving for the new University College of the North/Grand Rapids Public Library. This is a most welcomed gift and I truly am grateful to the Winnipeg Public Library for thinking of UCN and its exciting initiative to develop a public library system across Northern Manitoba."* Dean Garner noted that remote northern communities will be able to access resources at centres across the north...and *"with 51% of the Aboriginal population being youth under the age of 25, these libraries and centres will be critical to igniting the spark of learning in their developmental years and to encourage literacy and the love of reading"...* (The donation) *"will make a difference to our First Nations community in Grand Rapids and surrounding area"*. Mr. Walker added that Dean Garner drove down to Winnipeg and hauled the shelving back to Grand Rapids.

Mr. Walker will soon receive an update on the development of a Library use value calculator for WPL customers, adapted from the value calculator designed by the Massachusetts Library Association. *(The original calculator, whereby a Library customer can calculate the value of library services used, is based on U.S. costs and can be viewed at <http://69.36.174.204/value-new/calculator.html>.)*

f. Board Reps. to Library Advisory Committees

Ms. St. Hill reported on the **Riel LAC** meeting, held on September 9. Following the Library Liaison's report, the rest of the meeting was spent planning the LAC's participation in the re-opening and anniversary event at Louis Riel Library, to be held on September 18. The LAC also set future meeting dates from November to May 2011. The LAC hopes to have an event at the St. Boniface Library around the time of Festival

du Voyageur. Three members of the LAC will be eligible to reapply for their next two-year terms. Members also talked about the Board's request to focus on a singular message during the civic election campaign.

Mr. Hultin said that the **Assiniboia LAC** is planning for a Canadian Library Month celebration at St. James-Assiniboia Library on Saturday, October 16 from 2:00 – 4:00 p.m. (Event details are in the current issue of @ the Library on page 13: <http://wpl.winnipeg.ca/library/pdfs/@theLibrary11.5.pdf>.)

g. Speakers' Bureau

Members discussed a possible shift of focus, from the role and activities of the Board, to how people can get involved at the Library. In prior presentations the audiences asked many questions about the Library, its operation and services. If Bureau speakers were to highlight programs and services, an indirect benefit might be an increase in donations to support a service, such as the Local History Room. It was noted that any fundraising, no matter how subtle, would have to be vetted by the Winnipeg Library Foundation, which is the Board's fundraising arm. Mr. Hultin said that he would join Executive Committee members to debrief before the end of the year. Meanwhile he will update the Board's Fact Sheet, typically distributed during speaking engagements.

h. Books2Eat

Ms. Kolybabi-Labossière said that she and Ms. St. Hill met with Readers' Services staff T. Gretzinger and A. Carter on August 12, to continue planning for the event that will take place on Saturday, April 9, 2011. Ms. Gretzinger was to contact a local college to see if hospitality program students might participate, perhaps in a competition to show off their skills. Other professionals might be approached to be community partners. Food safety is a major issue. Ms. Kolybabi-Labossière is hoping that another Board member will join the committee. The planning objective is to have a number of activities that will appeal to families. A budget will be prepared and presented to the Board for consideration. Mr. Hoefft agreed to help, to meet once with the committee, and to write media releases. It was also suggested that other community colleges be invited to participate. Ideally the judges would be experts from, or have links to, the literacy community, food services, and design. Several media personalities were mentioned as possible MCs. The next planning meeting will be on September 30 at noon.

i. Manitoba Public Libraries

The Director of the Province's Public Library Services Branch (PLSB), T. Surgenor, provided updates on a number of activities.

Manitoba Culture, Heritage and Tourism established a **Taskforce on Library Accessibility** in March 2010. In cooperation with Manitoba's library sector and other provincial government agencies and departments, such as the Disabilities Issues Office and the Department of Education, the taskforce was established to examine specific recommendations in the Public Library Review report entitled **Reaching our Vision: providing high quality, sustainable public library services for all Manitobans (2006)** and provide policy options and recommendations to the Minister with a view to improve library services for persons with a disability. In parallel to national initiatives and efforts led by Library and Archives Canada, the taskforce is currently developing a white paper and policy options with recommendations to make improvements to achieve a more inclusive public library system in Manitoba.

The Provincial and Territorial Public Library Council (PTPLC) has recently released a report entitled **Sound Practices in Library Services to Aboriginal Peoples: Integrating Relationships, Resources and Realities** which is available for download at the following link: <http://www.bclibraries.ca/ptplc/content/view/32/48/>. Also PTPLC has

engaged in a study on early literacy in public libraries, when appropriate PLSB will be connecting with Winnipeg Public Library for discussion, review and comment.

The University College of the North, building on its existing partnership with Norway House, is actively engaged in forming agreements with the **Grand Rapids First Nation** to establish public library services.

Mr. Surgenor shared some information regarding the **success of the eLibraries Manitoba** partnership with Winnipeg Public Library, citing that there are over 11,000 titles which have circulated over 100,000 times since inception. Client registrations and circulation is demonstrating exponential growth with eBook resources becoming more popular with users as new reading technologies come to market and prices drop.

Regarding **the impact of settlement and impacts of new settlement on rural communities and library services**, PLSB has been engaged with various library systems to assist them with developing needs' assessments, policy development and seed collections to train rural library staff to acquire and catalog local multilingual resources.

Trevor reminded the Board that federal authorities will be reviewing controversial **Copyright legislation**.

7. New Business

a. December 6, 2010 meeting location

Ms. Burgess said that Executive Committee has decided that the Board will return to the Best Western Charterhouse, if space is available, for its December 6 meeting and dinner.

8. Other Business

a. In camera

On a motion by D. Hultin and seconded by V. DePape, the meeting moved *in camera*.

On a motion by V. DePape and seconded by D. Hultin, the Board returned to a meeting of the whole.

9. Date and Location of Next Meeting

Tuesday, October 5, 2010, 5:00 p.m. at Osborne Library in Fort Rouge Leisure Centre, 625 Osborne, in the Leisure Centre's multi-purpose meeting room.

Appendix A

Manager's Report

September 13, 2010

1. Facilities Update

Louis Riel Library – renovations are now completed albeit some minor deficiency works to be completed. The "official" reopening is this Saturday September 18, 2010 at 2 p.m.

Osborne Library – renovations nearing completion. Expect to have library reopened by the end of September. We are in the planning stages for "Grand Reopening". Information will be provided to the Board as soon as possible.

2. Aboriginal Youth Services Update

Aboriginal Elder-in-Residence

Work with the Elder is ongoing and has been very busy over the summer. Elder Prince and M. Woroniak have begun planning 2 public programmes for Millennium and St. John's Library for November. In August the Elder visited R.A.Y to do medicine pouch making and to introduce them to WPL and resources. Also several visits to and from Eagle's Nest to do sweat lodge teaching, learn about WPL web resources, Aboriginal languages online, graphic novel reading, etc. More community group visits planned for September

Aboriginal Reading-in-the-Round area at Millennium Library

This project is now completed. The artwork was prepared by children. A celebration took place July 29th – coordinated by T. Opar. Elder Betson Prince drummed/sang, children from MERC and Orioles in attendance. Staff members are now promoting the Aboriginal Reading-in-the-Round area. The area was highlighted in the recent edition of *@ the Library*.

Expanded Aboriginal languages collection

All materials appear to be in system and available for borrowing. A check of some titles shows that they have already been borrowed (e.g., a learn Ojibwe CD set at St. John's has all 3 copies out). 102 new titles (adult and children's collection combined) and with multiple copies over 390 new items have been added to the collection.

3. Winnipeg Public Library Annual Report

The 2009 Annual has now been produced and distributed to branches and individuals throughout the city. I have copies for each Board member tonight.

4. Millennium Library's Hours Report

A report should be on the agenda of the Standing Policy Committee on Protection and Community Services in November. A report has been prepared and is now working its way through the system.

5. New Databases

The library has recently added three new databases to its complement. *Career Cruising* helps users find information about all aspects of careers. The Province of Manitoba is providing access to this resource. *Teen Health and Wellness* provides information for teens about personal health and a wide range of life issues. And we have added 4 tools for English and Literacy learners on reading, study skills grammar and Canadian history and customs.

6. Paperbacks now catalogued

The Library is now cataloguing new paperbacks in all branches. They are now renewable and it will make it easier for patrons to find material when they get an overdue notice!

7. Show and Save Cards

The Library is once again participating in the Show and Save program. Patrons who borrow one DVD can get a second at no charge.

8. Seniors' Friendly Programs

The general public can now look for an "age Friendly" symbol in the bi-monthly newsletter highlighting programs that may be of interest to seniors. This change is being made at the request of the Mayor's Advisory Committee on Services for Seniors.

9. Chinese DVD Launch

On Oct 1, 2010 at the Pembina trail Library at 11:30 a.m., the library will be launching a new Chinese DVD collection that has been donated by the Winnipeg Chinese Cultural and Community Centre (WCCCC) to the library. Mayor Sam Katz and Dr. Joe Du from the WCCCC will be in attendance to unveil the collection.