

**Winnipeg Public Library Board Meeting
Monday, December 1, 2014 at 5:00 p.m.
Millennium Library – 251 Donald Street**

Minutes

In Attendance: Bill Zuk; Bob Foster; Bonni Book; Joan Blakley; Jeff Kovalik-Plouffe;
Diana Szymanski; Gordon Crook; Orest Kinasevych; Iyvan Michalchyshyn;
Aengus Bridgman; Trevor Surgenor; Councillor Dobson and Rick Walker

Regrets: James Houston; David Chung and Councillor Allard

1. Call to order, welcome, housekeeping **Bill Zuk**

- The meeting was called to order at 5:09 p.m.

2. Welcoming of Councillors for 2015 **Bill Zuk**

- The Winnipeg Public Library Board would like to welcome the two (2) appointed Councillors:
 - o Councillor Matt Allard – Representative from the Standing Policy Committee – Protection & Community Services
 - o Councillor Shawn Dobson – Councillor-at-Large

3. Approval of Agenda **Bill Zuk**

Motion: Joan Blakley / Bonni Book

That the Agenda be accepted as distributed

Carried

4. Approval of October 6, 2014 Meeting Minutes **Bill Zuk**

Motion: Joan Blakley / Diana Szymanski

That the minutes from the November 3, 2014 meeting be accepted as distributed with the following changes

- Aengus Bridgman's name be moved to "In Attendance"

Carried

5. Reports

a. Manager of Library Services Report **Rick Walker**

- See page 5
- Infographics from the 2014 Library Strategic Plan were viewed and discussed

- Any Board members with ideas about Millennium celebration please e-mail Manager of Library Services directly within the month
- Joan Blakley attended the Makerfair – positive feedback received
- Median-cut at Sir William Stephenson has been completed

b. Chair

Bill Zuk

Library History Book

- Request for Proposals for the Provision for Publication of a Book is posted on the Materials Management website and will close on December 4, 2014
- Proposal Review Committee has been formed:
 - o Aengus Bridgman
 - o Rick Walker
 - o Joan Blakley
 - o Orest Kinasevych

Motion: Joan Blakley / Bonni Book

That Eve Dutton be offered a sole-source contract of \$4,500 to continue working on the project in its publication phases

Carried

Library History Book

- Request for Proposals for the Provision for Publication of a Book is posted on the Materials Management website and will close on December 4, 2014

Writer-In-Residence 2014/2015

Motion: Jeff Kovalik-Plouffe / Joan Blakley

That the Board provide funding to the Winnipeg Public Library for the Writer-In-Residence 2014/2015 in the amount of \$10,000

Carried

c. Library Board Strategic Plan

Joan Blakley

WPL Board Strategic Plan

- Review of the by-law / procedures and regulations sub-committee is continuing to work on creating suggestions for amendments for Board review
- Tentatively a presentation / report will be available for Board vote in the February meeting

d. Books 2 Eat

Joan Blakley

- Reminder that the event will take place at the Millennium Library, April 25, 2015
- A thanks was given to Gordon Crook in Tec Voc High Schools participation

e. Public Library Services Report

Trevor Surgenor

- PLS has received WPL's provincial operating grant application

- PLS continues its partnerships with WPL in the Writer-in-Residence program and in the World Languages Institutional Loans Program; which funds the development of multi-lingual collections
- The province is looking at amalgamation of rural communities which may have an impact on rural library systems in regards to their service delivery and their Boards
- Manitoba Libraries Trustee Association (MLTA) recently had their AGM
 - o Concerns were raised about having a full slate of officers and memberships
 - o It was suggested that MTLA may consider becoming part of an umbrella organization under Manitoba Libraries Association
- PLS English brochure is in circulation and will be launching the French version in a week

f. LACs

Board Representatives

- Assiniboia LAC will be meeting on December 2, 2014
- Lord-Selkirk West Kildonan will be having a meeting in January 2015 (date TBA)

6. Other Business

Board Nominations

Jeff Kovalik-Plouffe

- Jeff reviewed the length of terms and nominations process with the Board
- 6 vacancies for 2015
- Received 22 applications from the City Clerk's Department
- Nominations committee has recommended five (5) re-appointments and one (1) new appointment to the Board
- It was expressed that the newspaper ads assisted generating interest citizens applying for the Library Board
- It was suggested that unsuccessful applicants be encouraged to apply to the LACs through the Administrative Assistant for mid-term vacancies
- It was suggested that criteria be developed for the Board's consideration for the nominations committee to continue to increase diversity within the Board membership
 - o Joan has volunteered to create document for January meeting for review

Ontario Library Association 2015 Super Conference

- Names were submitted to the Nominations Committee for consideration
- Jeff reviewed the process
- Up to three (3) people may go with the condition that flight and conference registration receipts be submitted to the Administrative Assistant before December 31, 2014
 - o Additional receipts may be submitted after date of conference

Book Donations and letters to departing LAC members

- Administrative Assistant has coordinated book donations from departing Board members and letters to departing LAC members
- Will be sent out in the next week or two

Letters to the Mayor & Councillors

- Letters were issued out today
- 1 response has been received

7. New Business

The Metro Newspaper

- Jeff was contacted by a news reporter from The Metro
- Inquiring about the Library History Book project
- Jeff will contact Eve and discuss a potential interview
- Board spokesperson is unknown at the time

8. Date and Location of Next meeting

Monday, January 12, 2015 at 5:00 p.m.
West Kildonan Library
365 Jefferson Avenue

Guests:

- ✚ Clive Wightman, Director of Community Services Department
- ✚ Evelyn Puish, Branch Head

9. Adjournment

Motion: Joan Blakley / Bonni Book

That the meeting be adjourned at 6:25 p.m.

Carried

1. Library – Strategic Plan Update

Since the summer of 2014, the consultants in Vancouver have been analyzing the data gathered from 5,200 surveys and library fairs. In October they provided the library with a report outlining “what we heard” from the public. This in turn has been turned into an infographic that will be posted this week in the Library’s “Inspiring Ideas” website (see PowerPoint). ***Any questions about what we heard?***

Based on that feedback we have received the administrative team, along with a cross-section of library staff, worked through a planning exercise with the consultant to come up with 4 key priorities and 11 long term goals for the library. After finalizing the wording the library worked with a design consultant to prepare a second infographic that will be made widely available to the public (See PowerPoint). ***Any questions about the priorities we have set for our system and the goals we will be striving to achieve?***

2. Facilities Update

Charleswood Library - The project continues to be on target for completion on December 15, 2014. Final painting is underway, most of the flooring is in place, washrooms are nearing completion, most fixtures/counters/lighting are in place. The furniture and equipment will start arriving December 15. The last day of opening for the old library will be Saturday, January 3, 2015. Self-checkin unit will arrive January 5, 2015 and be installed that week. We are trying to confirm an opening date for the week of January 19, 2015. Planning is underway for the opening events.

We would like to organize a tour for the Board ahead of the opening on either December 18 or 19 at 10 a.m. LAC members would also be able to attend.

3. Video Game/Board Game - Library Board update

After sharing this proposed project with the Board in October, the library is now getting closer to implementing a new video game service for the public. In addition, the library will be providing a number of board games to branches to support programming needs across the system. The Library has purchased an opening day collection of 300 adult and children’s video games to be distributed throughout branches in the system. The goal is for the collection to be available in January/February 2015.

4. Northern Exposure to Leadership Institute (NELI)

In February 2015, the Northern Exposure to Leadership Institute will again be offered in Emerald lake, Alberta. This week long, intensive leadership program is geared specifically to young librarians within their first seven years of their career. Approximately 36 candidates from

public library systems across Canada are eligible to attend this program. This is an excellent program for succession planning in our organization.

Winnipeg Public Library has been fortunate to have a few staff attend the program in the past. This year the Library will be supporting two staff in their application process. Nadine McCaughan, Branch Head, Charleswood Library and Alix-Rae Stefanko, Youth Services Librarian, Millennium Library.

The Library would appreciate if the Board would provide a letter of support for these two individuals as part of their application process.

5. Millennium 10th anniversary

In November 2015, the Millennium Library will have been open 10 years. This major anniversary in the history of this signature downtown building will be an opportunity to celebrate the first ten years of the branches success.

Does the Board have any suggestions for how we can celebrate this anniversary later this year?

6. Makerspace Programming

On November 26, 2014 the library held its first makerspace fair for staff to learn about the various collaborative programs that our library system has purchased. Member of the Board, Joan Blakely, had the opportunity to see demonstrations of these makerspace programs.

I would like to offer that the next time the library runs a makerspace fair in the new year that as many board members as time permits try to attend to see how these tools used in library programming.