

**Winnipeg Public Library Board Meeting**  
*Tuesday, May 2, 2017 at 5:00 p.m.*  
 Millennium Library (Anhang Room) – 251 Donald Street

**Minutes**

	<b>Present</b>	<b>Regret</b>	<b>Absent</b>		<b>Present</b>	<b>Regret</b>	<b>Absent</b>
Alison McCullough-Butchart (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Kemp	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Zorn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brenda Dyck	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joan Blakley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wesley Takeo Konrad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laila Yesmin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Michael Wenezs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Allard	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monique Ireland		<i>On Leave</i>	
Councillor Wyatt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

**Guest:** Sophie Firby, Administrative Coordinator of Information and Virtual Services

**Public:** Ryan Regier

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

The meeting was called to order at 5:01 p.m.

**2. Guest**

*See Appendix A for presentation highlights*

**3. Approval of agenda and of the previous meeting minutes**

*See Appendix C for motions*

**4. Manager's Report**

*See Appendix B for report*

*Discussion:*

Q: Is WPL looking at access road issues for the new Transcona Library?

A: Access road issue is similar to the Sir William Stephenson Library median cut that was brought forward by the Lord Selkirk-West Kildonan Library Advisory Committee. Discussions are currently with the Community Services Department and Planning, Property and Development Department. Additional discussions with the Public Works Department will need to be schedule in order to determine possible solutions for accessing the site. Ward Councillor stated that his land dedication funds to the project can be used to address and fund the access road

Q: Will the River Heights Library redevelopment plan go forward with or without the Grant Park Campus master plan?

A: Yes because capital project was approved prior to the Grant Park Campus master plan through the approved [Library Facility Redevelopment Strategy](#).

Q: What is the process to issue a call for proposals for the Multilingual Study?

A: Materials Management has stated that because it is a consultant assignment and less than \$30 K, the Library Board does not have to go through the Materials Management website. The call for proposals will be similar to the 2012 Reference and Information study and can be CmS-Director Approved.

Q: Will Winnipeg Public Library look at moving to a RFID system?

A: It something that has caught WPL interest but WPL is not pursuing at this time. Ottawa Public Library has a bigger staffing compliment and will be done over an 8-year plan. If WPL moves to RFID system, it would not reduce staffing but allow more time for direct customer service. The current self check-in equipment is able to be upgraded to accommodate an RFID system.

Q: Is WPL responding to the Imagine. Creative Manitoba! Survey?

A: WPL is planning to send in a response and is willing to assist the Library Board in creating a response.

## 5. Reports

Item	Description	Action																
<b>Chair's Report</b> <i>Alison McCullough-Butchart</i>	<i>Conferences</i> - The Library Board will be sending the following Library Board members as delegates to conferences: <table border="1"><thead><tr><th>DELEGATE</th><th>DATES</th><th>CONFERENCE NAME</th><th>LOCATION</th></tr></thead><tbody><tr><td>Councillor Russ Wyatt</td><td>April 19-21</td><td>British Columbia Library Conference</td><td>Vancouver, BC</td></tr><tr><td>Laila Yesmin</td><td>April 27-30</td><td>Alberta Library Conference</td><td>Jasper, Alberta</td></tr><tr><td>Wesley Takeo Konrad</td><td>September 27-29</td><td>Access</td><td>Saskatoon, Saskatchewan</td></tr></tbody></table>	DELEGATE	DATES	CONFERENCE NAME	LOCATION	Councillor Russ Wyatt	April 19-21	British Columbia Library Conference	Vancouver, BC	Laila Yesmin	April 27-30	Alberta Library Conference	Jasper, Alberta	Wesley Takeo Konrad	September 27-29	Access	Saskatoon, Saskatchewan	
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	<i>Committees</i> - There are vacancies on the Books2Eat 2018 and Writer-in-Residence selection committee - Anyone interested please e-mail Assistant with your name and indicate which committee you would like to join - Writer-in-Residence Board representative will be decided at the next Executive Library Board meeting - A sub-committee of the WPL History Book project will need to be struck to help plan a launch																	
<b>Treasurer's Report</b> <i>Pamela Zorn</i>	<i>No update</i>																	
<b>By-law Review Committee</b> <i>Pamela Zorn</i>	<i>No update</i>																	

Item	Description	Action
<b>Library History Book Project</b> <i>Joan Blakley</i>	<ul style="list-style-type: none"> <li>- Manuscript is being reviewed and edited by the publisher</li> <li>- Awaiting updated timeline</li> </ul>	
<b>Books2Eat</b> <i>Joan Blakley</i>	<ul style="list-style-type: none"> <li>- Approximately 400 people participated in main program on April 8, 2017</li> <li>- 25 people attended the post-program event on April 22, 2017 with Karen Peters</li> <li>- Still awaiting final expenses to be received; reconciled budget document will be available late June</li> <li>- Thanks were given to the all the Library Board, LAC and YAC members who volunteered their time</li> <li>- Michael Wenezs has volunteered to be the Chair for the 2018</li> </ul>	

<b>Library Advisory Committee Updates</b> <i>LAC reps</i>	<i>Assiniboia LAC</i> <ul style="list-style-type: none"> <li>- No update</li> </ul> <i>City Centre LAC</i> <ul style="list-style-type: none"> <li>- Held meeting on April 10, 2017</li> <li>- Discussed what activities and events want to participate in</li> <li>- Have a new citizen member</li> <li>- Next meeting will be May 22, 2017</li> </ul> <i>East Kildonan-Transcona</i> <ul style="list-style-type: none"> <li>- Next meeting on May 15, 2017</li> </ul> <i>Lord Selkirk – West Kildonan LAC</i> <ul style="list-style-type: none"> <li>- Meeting held on April 13, 2017</li> <li>- Citizen members participated in Books2Eat and will be participating in Kids Fest</li> </ul> <i>Riel LAC</i> <ul style="list-style-type: none"> <li>- New chair has been selected</li> <li>- Next meeting has not been booked</li> </ul>	
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## 6. Other Business

*None*

## 7. New Business

Item	Description	Action
<b>Alberta Library Conference Report</b> <i>Laila Yesmin</i>	<ul style="list-style-type: none"> <li>- Attending the Alberta Library Conference on April 27-30, 2017 in Jasper, Alberta</li> <li>- Laila thanks the Library Board for sending her as a delegate</li> <li>- Discussed and highlighted sessions attended</li> </ul> <i>Verbal report received as information</i>	

**8. Date and Location of Next meeting**

Tuesday, June 6, 2017 at 5:00 p.m.  
Fort Garry Library  
1360 Pembina Highway

**9. Adjournment**

The meeting adjourned at 6:18 p.m.

1<sup>st</sup>: Michael Wenez

2<sup>nd</sup>: Brenda Dyck

## Appendix A

### Guest Speaker Highlights May 2, 2017

- The Winnipeg Public Library Board welcomes Sophie Firby, Administrative Coordinator of Information and Virtual Services
- Career Highlights
  - o First hired by Winnipeg Public Library as a shelver at Cornish Library in 2000
  - o Worked in the Teen Services area at Millennium Library which lead to becoming a Virtual Services Librarian
  - o Promoted to Administrative Coordinator in February 2016
- Unit oversees
  - o Millennium's ideaMILL Makerspace
  - o Staff and customer tech training/device troubleshooting
  - o Website renovations and updates
  - o Social media strategy
  - o Maintaining current and new electronic/online resources
- Millennium ideaMILL Makerspace
  - o Construction is underway
  - o Will be located on the 3<sup>rd</sup> floor
  - o It will be a space for learning, collaborating, sharing and creating (tech and non-tech)
  - o Will include: 3D printers, computer/resources for authoring and editing digital media, photography/video creation equipment, sound booths, creating area; and a classroom lab space
  - o The 4<sup>th</sup> floor computer lab will be repurposed to extend the Local History room
  - o Hopefully, space will reduce some of the technological divide
- Information and Virtual Service Staff consist of 3 Librarians and 1 Digital Repository Cataloger
  - o Held 43 one-on-one 45 minute appointments to help customers with library's electronic resources
  - o In total 220 customers were helped and answered 4,300 online questions

For more information about the Information and Virtual Services / Makerspace please visit

e-Media Guide: <http://guides.wpl.winnipeg.ca/e>  
ideaMILL: <http://wpl.winnipeg.ca/library/ideamill/>

## Appendix B

### Manager's Report May 2, 2017

#### Facilities Update

**a. St. Vital Library**

The construction contract has been awarded. The required asbestos remediation work will begin in May with renovations to follow on completion of this process. The project timeline will be updated at the initial meeting with the construction contractor in May.

**b. Transcona Library**

The construction contract has been awarded. The project timeline will be updated at the start up meeting with the construction contractor in May. We are working with Community Services and Corporate Communications to plan a sod-turning event on the new library site. I will keep the Board informed as the event date and details are confirmed.

**c. Windsor Park Library**

The opening date is still estimated to take place in August/September 2017.

**d. River Heights Library (Grant Park Campus Plan)**

The April 6 public open house for the Grant Park Campus plan was well attended and the general response from the community was very positive. The consultant has collected the feedback received online and in print. A final report is in preparation for submission in May. Library Services is working with the consultant on developing a preliminary design concept and options for locating the new River Heights Library on the site.

Naming motion – River Heights Library

Councillor Orlikow introduced a motion at the April 13 City Centre Community Committee meeting to rename the existing library the **Bill and Helen Norrie Library** in honor of the late Mayor of Winnipeg and his wife. The proposal is with the Standing Policy Committee on Protection, Community Services and Parks to consider at their next meeting. I will keep the Board informed on the progress of this proposal.

**e. Cornish & St. John's Library**

We anticipate issuing the construction tenders for St. John's Library in May and the Cornish Library in the next month with renovations starting in Spring/Summer 2017.

**f. Millennium Library ideaMILL**

WPL's new makerspace project, the ideaMILL is scheduled to open in summer 2017. Construction is nearing completion on the third floor of Millennium Library with furniture and equipment installation to occur over the next few months.

#### 2. Multilingual Study Process - Update

Library Services is reviewing the Multilingual Study and will work with the Library Board to issue a consultant RFP for the project. I have a query into Materials Management on whether we issue the RFP through their office and will report back.

### 3. Customer query on RFID (Radio Frequency Identification) at WPL

I received a customer email regarding Ottawa Public Library's RFID project that was copied to the Board and Councilor Wyatt. RFID is a well-established technology that uses radio frequency tags to control inventory and identify items within a collection. In library applications, RFID tags replaces barcode labels to provide improved speed, accuracy and efficiency of service.

Ottawa Public Library's RFID Plan is an 8-year, \$7.6 million project that estimates a net benefit of \$2.4 million primarily in the form of time savings due to increased productivity.

RFID offers many benefits to library staff and customers. An RFID implementation project requires significant capital investment and operating funds over at least 5 years for the implementation phase. While WPL does not plan to implement RFID in the immediate future, we are exploring the potential benefits and impact of RFID on library operations and customer service.

### 4. Imagine. Creative Manitoba! Survey Update

As discussed at the April WPL Board meeting, the Province is encouraging all Manitobans to review the resources on the Imagine. Creative Manitoba! cultural policy survey site and make suggestions on how Manitoba can best support culture and creative arts in the province.

As the scope of this review includes library services, this is a unique opportunity for the WPL Board and Library Services to submit feedback to the Assistant Deputy Minister's Office at Manitoba Sport, Culture and Heritage. I plan on making a submission on behalf of Winnipeg Public Library and I'm happy to assist the Board in doing so as well. There may be a chance to speak to the issues at a community meeting later this year. Submissions are due June 30, 2017.

The Imagine. Creative Manitoba! website includes a Discussion Paper on trends, issues and the current state of government support for cultural and creative industries in Manitoba. The paper is available here:

[http://www.gov.mb.ca/asset\\_library/en/imaginecreative/discussion-paper.pdf](http://www.gov.mb.ca/asset_library/en/imaginecreative/discussion-paper.pdf)

### 5. LGBTTQ+ Pride at the Library

June is Pride month and WPL is celebrating the occasion with a new info guide, LGBTTQ title for children's and teen collections and a new program, "Read by Queens". This is a family event featuring stories read by Winnipeg Drag Queens. The family story times will take place at Millennium Library on May 20<sup>th</sup> and at West End Library on May 31<sup>st</sup>. This program is presented in collaboration with the Sunshine Bunch at Sunshine House. Details and photos on WPL's Pride Month events are available in our May/June newsletter.

## Appendix C

### Motions May 2, 2017

#### Meeting motions

MOTION	1 <sup>ST</sup>	2 <sup>ND</sup>	DISPOSITION
That the agenda be approved as distributed with the following changes: • <b>Add-on:</b> New Business – Conference Report (Laila Yesmin)	Joan Blakley	Michael Wenezs	<b>Carried</b>
That the minutes of April 4, 2017 be approved as distributed	Brenda Dyck	Laila Yesmin	<b>Carried</b>