

# Winnipeg Public Library Board Meeting

Monday, February 13, 2023 at 5:00 p.m.

MS Teams Meeting

## Minutes

	<u>Present</u> <u>Regret</u> <u>Absent</u>				<u>Present</u> <u>Regret</u> <u>Absent</u>		
Jaideep Johar (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trevor Surgenor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Kennedy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Karon Chester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Scaletta	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kristen Hardy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diane Papst	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Linda English	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kim Coss	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lisa Laker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Karin Borland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Melak Yossief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Duncan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Nunziata Masi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Wyatt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Waraidzo Chiyoka	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Winnipeg Public Library Board would like to welcome back reappointed member Dean Scaletta.

The Winnipeg Public Library Board would like to welcome newly appointed members Waraidzo (Wara) Chiyoka, Linda English, Lisa Laker, Nunziata Masi, and Melak Yossief.

**Guests:** David Chadwick and Cindy Elliot

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

The meeting was called to order at 5:03 p.m.

### 2. Acknowledgment of Indigenous Territory and Homeland – Jaideep Johar

Winnipeg is located on Treaty One Territory, the home and traditional lands of the Anishinaabe (Ojibwe), Ininew (Cree), and Dakota peoples, and in the National Homeland of the Red River Métis. Our drinking water comes from Shoal Lake 40 First Nation, in Treaty Three Territory.

### 3. Welcome of members and Roundtable

*Member Introductions*

### 4. Approval of agenda

*See Appendix B for motion*

### 5. Approval of previous meeting minutes

*See Appendix B for motion*

### 6. Treasurer's report – Stephen Kennedy

*See Appendix B for motions*

### 7. Manager's Report – Karin Borland

*See Appendix A for report*

### 8. Chair's Report – Jaideep Johar

Item	Description	Action
<b>Year-At-a-Glance and Orientation</b>	<ul style="list-style-type: none"><li>● Important meeting months<ul style="list-style-type: none"><li>○ February (financials)</li><li>○ March (1 Saturday is orientation date)</li><li>○ March/April – approval of projects</li><li>○ August/September – operating grant and budget approvals</li></ul></li><li>● Quarterly reports (Financials and Strat Plan updates) are provided in April, August, October, and December</li><li>● Orientation is held 1 Saturday in March; has been previously in-person but during pandemic has been online</li></ul>	

Item	Description	Action
<b>Schedule 2023</b>	<ul style="list-style-type: none"> <li>● Request to move orientation meeting from March 25 to March 18</li> <li>● See appendix B for motion</li> </ul>	
<b>Upcoming Presentations</b>	<p>Public Hearings</p> <ul style="list-style-type: none"> <li>● March 13 – Executive Policy Committee delegation hearing in respects to the 2023 grant applications and possibly library budget advocacy (TBD)</li> <li>● April 13 – Standing Policy Committee on Community Services in respects the Board’s annual report presentation</li> </ul> <p>Conference Presentations</p> <ul style="list-style-type: none"> <li>● Kirsten and Dean had attended the Ontario Library Association Conference which was held on Feb 1-4</li> <li>● They will provide a summary verbal and/or written report later in the year (TBD)</li> </ul>	
<b>Land and Water Acknowledgment Sign-ups</b>	<ul style="list-style-type: none"> <li>● Last year some of the Board members signed up to say the Land and Water Acknowledgment at meetings</li> <li>● This is on a voluntary basis to sign-up</li> <li>● Assistant will e-mail further details and a link to sign-up</li> </ul>	
<b>Conferences and Training</b>	<ul style="list-style-type: none"> <li>● A list of training opportunities and conferences will be e-mailed</li> </ul>	

Item	Description	Action
<b>Library Advisory Committee Board Reps and Committee Sign-Ups</b>	<ul style="list-style-type: none"> <li>• The Assistant will also provide information and expression of interest link</li> <li>• Some training and conference opportunities will also open it up to the Library Advisory Committees such as the Indigenous Canada training and MLA virtual conference.</li> </ul>	
<b>Strategic Plan</b>	<ul style="list-style-type: none"> <li>• 2022 annual review was circulated</li> <li>• The new committee will be determining goals for 2023 for Board's review</li> </ul>	
<b>Regulations</b>	<ul style="list-style-type: none"> <li>• Regulations were circulated prior to meeting</li> <li>• Board and LAC members are not expected to memorize the whole document but is expected that all members be familiar with the document</li> <li>• There are also plans to update the Regulations to better reflect certain practices</li> </ul>	

Item	Description	Action
	<ul style="list-style-type: none"> <li>• The Assistant will prepare these amendments and present to the Executive Committee for review before asking the Board to approve changes</li> </ul>	
<b>Food Allowances</b>	<ul style="list-style-type: none"> <li>• Memo was circulated prior to meeting</li> <li>• If there are any changes, please e-mail Assistant</li> </ul>	

## 9. LAC Updates

- All citizen member updates have been completed
- City Centre – will be planning a meeting in March once Board members are appointed
- East Kildonan-Transcona – have been keeping in touch with members and scavenger hunt activity planning continues

## 10. Other Business

*None*

## 11. New Business

*None*

## 12. 2023 Executive Committee Elections

*See Appendix B for motions*

By acclamation the 2023 Executive Committee members are:

Chair – Jaideep Johar  
 Treasurer – Stephen Kennedy  
 Member-at-Large – Dean Scaletta  
 Member-at-Large – Kim Coss  
 Member-at-Large – Diane Papst

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

Tuesday, March 7, 2023 at 5:00 p.m.  
MS Teams Meeting

**14. Adjournment**

The meeting adjourned 7:00 p.m.

**1<sup>st</sup>** Jaideep Johar

**2<sup>nd</sup>** Diane Papst

**Appendix A**  
**Manager's Report February 13, 2023**

## **1. Facilities Update**

### **a) Millennium Library Carpeting and Lighting Upgrade**

- 3<sup>rd</sup> floor Administrative Offices, IT and Support Services have been completed
- 3<sup>rd</sup> floor ideaMILL remains closed however, plans for reopening are underway
- 4<sup>th</sup> floor is closed
  - Local History room and micromedia area are unavailable
  - Adult non-fiction and biographies are available upon request
  - Interlibrary Loan services are temporarily moved to 2<sup>nd</sup> floor
  - 4<sup>th</sup> floor computers were relocated to the first and second floor
- Follow project page for up-to-date information  
<https://wpl.winnipeg.ca/library/whats happening/renorenewal/mill/millenniumreno.stm>

### **b) Millennium Library Community Connections Space**

- Remains closed until further notice
- Some activities have been relocated inside the library (e.g., vaccine clinic, ID clinic)

### **c) West Kildonan Library**

- RFP 847-2022 Request for Proposal Consulting Services for a Building Condition Assessment, Code Compliance Review, Public Engagement, Cost Estimating, and a Feasibility Study for the West Kildonan Library – 365 Jefferson Avenue closed on February 2, 2023
- An internal team has been struck to review bid submissions

## **2. Recruitment Update**

The following external postings are available on the City's website. Below is not a full listing and interested candidates are to visit

<https://legacy.winnipeg.ca/hr/default.stm> for additional career opportunities

### *Library Services*

- Posting No. 122936 - Library Services Assistant 3 – PT – closes Feb 16
- Posting No. 122911 - Library Services Assistant 3 – PT – closes Feb 17

- Posting No. 122838 – Library Services Assistant 1/2 – PT – closes Feb 17
- Posting No. 122972 – Librarian 1 Information Services – FT – closes Feb 23

### *Community Services*

- By-law Support Worker – Indigenous Youth
- By-law Support Worker
- Manager of Finance
- Web Services Specialist
- Ongoing recruitment for Aquatics Instructor, Instructor Guard, 2023 Rec Tec and Wading pool attendants

### *City (various departments)*

- Clerical/Administrative Assistant (Temporary and students)
- Labourer (seasonal and students)

## **3. Budget Update**

- 2023 preliminary budget has been tabled
- Citizens may register as a delegate or provide written feedback  
<https://legacy.winnipeg.ca/clerks/council/delegation.stm>
- Monday, March 6 – 9:30 a.m. Community Services budget presentation
- Monday, March 13 – 9:30 a.m. Executive Policy Committee delegation hearing
- Wednesday, March 22 – 9:30 a.m. Council to consider budget
- For information visit  
<https://www.winnipeg.ca/city-governance/budget-finance/multi-year-budget-2023-update>

## **4. Black History Month**

- Library branches across the system are hosting book displays to celebrate.
- On the Info Guide customers can explore Black History experiences on the Prairies, and elsewhere in Canada through video links, and news articles. The Info Guide also contains a print-on-demand Black History reading list including both adult titles and youth titles. <https://guides.wpl.winnipeg.ca/blackhistory>

## **5. Take Your Child to the Library**

- We're offering over 35 programs for children and their families include 20 musical performances on each Saturday in February. Thank you to the Friends of the



Winnipeg Public Library for supporting the Take Your Child to the Library Days programming.

- An Our City, Our Stories feature about Take Your Child to the Library Days was published on February 1. <https://www.winnipeg.ca/people-culture/our-city-our-stories/take-your-child-library-days-return-free-programing-all>

## 6. Makers-in-Residence Program

The **Makers-in-Residence** program connects library customers with Winnipeg professional makers. Part maker and part mentor, Sean McLachlan and Osani Balkran are creative and motivated innovators who are working with the Library, from January-March 2023. Sean does letterpress printing and Osani is a musician. They both have collaborative projects for their residency and will be working on those with the public in their 3-hour drop-in sessions at library branches throughout the city. *The MiR program is funded by the Government of Canada through its Commemorate Canada grant.*

<https://wpl.winnipeg.ca/library/makersinresidence/introduction.stm>

## 7. Adult Programming and Outreach Update

- 2022 / 2023 **Writer-in-Residence** Frances Koncan continues her programming with *Crafting Comedy: Humour as a tool of decolonization* at Cornish Library on Saturday, February 18. Participants will explore the building blocks of humour, joke-writing, and comedy; drawing on their own individual lived experiences and perspectives. Thank you to the Winnipeg Public Library Board for being a co-sponsor of the Writer-in-Residence program.  
<https://wpl.winnipeg.ca/library/whats happening/writerinres.aspx>
- **Skywalk Lecture Series** returns during lunch hour Wednesdays in February, via Zoom. University of Winnipeg professors will speak on topics including *Miyo pimātisiwin Opikināwasowin [Cree] (Self-Determination in Child Rearing)* with Aimee Lynn Louis AND *Using Natural Products to Treat Diabetes* with Simran Sandhu.
- In response to frequent requests, we are introducing a **new computer program: PowerPoint** levels 1 (Learn the basics) & 2 (Inserting media, modifying slide transitions, and customizing presentation options).
- *Rebecca* by Daphne du Maurier is the **Time to Read** podcast's book of the month. You can enjoy current and past episodes at [wpl-podcast.winnipeg.ca](http://wpl-podcast.winnipeg.ca)
- **Seed Libraries** at Cornish and Osborne libraries will be open February 14 to March 11. Select seeds from the collection and begin planting so seedlings will be ready for spring.

- Outreach staff continue delivering biweekly **Mobile Library** visits to low-income neighbourhoods across the city. Outreach is teaming up with staff from Cornish Library to bring a pop-up library to **West Broadway Good Food Club's Valentine's Day Self-Care Event**. Library presentations and card signups are scheduled at two **MITT** (Manitoba Trades & Technology) campuses, and staff will be delivering a monthly presentation at **AFM** (Addictions Foundation of Manitoba). Interesting fact: In 2022 the WPL Outreach team connected with 207 program participants at AFM.

## 8. Youth Services Update

- Two children's book lists were updated for I Love to Read Month in February including [I Love My Library!](#) and [Going to Kindergarten](#).
- The second Winter [Early Literacy Session](#) will run March 6 - 25, with registration opening February 6. It will include 62 early literacy sessions (Baby Rhyme Time, Toddler Time, Family Story Time).
- Spring Break (March 25-April 1) program planning is well underway and registration for Spring Break programs for children and teens will open on February 27.

## 9. Millennium Library

*Verbal report received*

## 10. Subscribe and Follow

- E-mail: <https://wpl.winnipeg.ca/library/whatshappening/emailsignup.asp>
- Social Media: [Facebook](#), [Instagram](#), [Twitter](#), [YouTube](#)
- Podcast: [Time to read](#)
- Friends of WPL: [website](#), [newsletter](#), [Facebook](#), [Instagram](#)

## Appendix B

### February 13, 2023 Motions

MOTION	1 <sup>ST</sup>	2 <sup>ND</sup>	DISPOSITION
That the agenda be approved as distributed with the following changes: change next meeting date to March 7, 2023	Jaideep Johar	Diane Papst	<b>Carried</b>
That Regulations Article 8 section 3 be suspended and that the following be approved:  a) That the December 6, 2022 be approve electronically as per Regulations Article 9 b) That the electronic voting will be open to returning members as new members were not in attendance and cannot vote on the matter c) That the 50% + 1 rule be applied only to the returning members for 2023 d) That the assistant is authorized to execute the intent of the foregoing	Jaideep Johar	Wara Chiyoka	<b>Carried</b>
That the 2022 year-end report be approved as distributed	Stephen Kennedy	Kim Coss	<b>Carried</b>
That the following be approved/authorized for the 2022 financial statements:  a) That the 2022 audited financial statements be approved as distributed b) That the WPLB Accountant be authorized to submit the 2022 audited financial statements to the City of Winnipeg Corporate Finance Department.	Stephen Kennedy	Linda English	<b>Carried</b>

<b>MOTION</b>	<b>1<sup>ST</sup></b>	<b>2<sup>ND</sup></b>	<b>DISPOSITION</b>
<p>c) That the 2022 audited financial statements be submitted to the City of Winnipeg City Clerk's Department with the written 2022 annual report.</p> <p>d) That the Administrative Assistant be authorized to coordinate the intent of the foregoing.</p>			
That the 2023 amended budget be approved as distributed subject to the City of Winnipeg's approval of the 2023 budget.	Stephen Kennedy	Diane Papst	<b>Carried</b>
That Kym Shwaluk be retained as the accountant in the amount of \$2,000 for 2023	Stephen Kennedy	Diane Papst	<b>Carried</b>
That Scarrow and Donald LLP be retained as the financial auditors for 2023	Stephen Kennedy	Nunziata Masi	<b>Carried</b>
That the 2023 schedule be amended to change the orientation date from March 25 to March 18.	Jaideep Johar	Karon Chester	<b>Defeated</b> <i>(7 in favour 1 opposed)</i>
<p>That Regulations Article 4 section 1 be suspended and approve that the 2023 Executive Committee elections compromise to select from its appointed members the following:</p> <ul style="list-style-type: none"> <li>• 1 X Chair</li> <li>• 1 X Treasurer</li> <li>• 3 x Member-at-Large</li> </ul>	Jaideep Johar	Stephen Kennedy	<b>Carried</b>
That the 2023 Winnipeg Public Library Board Executive Committee general elections be opened at 6:53 pm.	Karon Chester	Nunziata Masi	<b>Carried</b>

<b>MOTION</b>	<b>1<sup>ST</sup></b>	<b>2<sup>ND</sup></b>	<b>DISPOSITION</b>
That the 2023 Winnipeg Public Library Board Executive Committee general elections be closed at 6:57 pm.	Stephen Kennedy	Linda English	<b>Carried</b>