

Winnipeg Public Library Board Meeting

Tuesday, November 7, 2023 at 6:00 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kristen Hardy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diane Papst	<input type="checkbox"/>	<input checked="" 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"/>

Guests: Cindy Elliott, David Chadwick

1. Call to order, welcome, housekeeping

The meeting was called to order at 6:05 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. Notice: Councillor Change for the Library Board

The Winnipeg Public Library Board welcomes back Councillor Russ Wyatt and welcomes Councillor Vivian Santos as the Councillors appointed to the Board for 2024.

The Winnipeg Public Library Board thanks Councillor Evan Duncan for his service on the Board for 2023.

4. Approval of agenda – Jaideep Johar

See Appendix B for motion

5. Approval of previous meeting minutes – Jaideep Johar

See Appendix B for motion

6. Manager’s Report – Karin Borland

See Appendix A for report

7. Public Library Services Update

See appendix D for highlights

8. Chair’s Report – Jaideep Johar

Item	Description	Action
Executive Committee Expenditures	<ul style="list-style-type: none">● Executive Committee approved an additional expenditure of \$400 for WPL’s Adult Programming to use for Indigenous Cree classes due to a shortfall of funds● Previously the Library Board approved \$6,000 for Indigenous Programming which part of the funds was used for Red Dress pin making programs	
Solidarity Statement update	<ul style="list-style-type: none">● Memo was sent out with updates● Linda will be leading the project for a target to post in February 2024● We are looking for 1-2 non-Executive members to help Linda	

Item	Description	Action
WPL Improvement and Investment Report	<ul style="list-style-type: none"> ● On October 31 the Standing Policy Committee on Community Services heard delegations and discussed WPL’s improvement and investment report ● Chair and Linda will be in delegation on November 14 at the Executive Policy Committee in favour of the report ● Thanks given to EKT LAC for their advocacy work with their area Councillors ● Thanks given to Ceila Rodd, Harriet Zaidman, and Evan Krosney for their individual efforts to appear in delegation at SPC and EPC 	
Ontario Library Association	<ul style="list-style-type: none"> ● Memo was sent ● The Board will send 1 member in person. ● The Executive Committee will also be paying for a group registration for virtual attendance. Attendees will be able to access materials for up to 6 months. This will be open to all Board and LAC members. Any remaining spots will be given to WPL staff. 	
Continuity Planning and Executive Committee 2024	<ul style="list-style-type: none"> ● See appendix C for future vacancies ● Linda, Stephen, and Dean will continue sitting on the Executive Committee and indicated interested in continuing in 2024 	

Item	Description	Action
	<ul style="list-style-type: none"> Chair's term ends December 31 but will be available to assistant in January for auditing purposes 	
<p>December Meeting and 2024 schedule</p>	<ul style="list-style-type: none"> December will be in-person but remote option will be available for members who require it 2024 schedule circulated – see appendix B for motions 	

9. Treasurer's Report – Stephen Kennedy

See appendix B for motion

10. Administrative Updates

See appendix C for report

11. Millennium Library Community Working Group Update

– Linda English and Nunziata Masi

No report

12. LAC Updates

<p>Assiniboia Kristen Hardy</p>	<p>Tentatively trying to schedule a meeting in December</p>
<p>City Centre David Chadwick</p>	<p>Letter in support of WPL funding has been routed</p>
<p>East Kildonan-Transcona Cindy Elliott</p>	<ul style="list-style-type: none"> E-mail sent to area Councillors with support to funding for WPL and included the Canadian Urban Institute study Will be planning with LAC for another summer quiz - WPL Admin Liaison will be contacting WPL's Youth Services Suggestion received for WPL to investigate and purchases materials with dyslexic friendly fonts Suggestion received for WPL's Marketing to promote programming and displays at other area branches

	<ul style="list-style-type: none"> • Manager of Library Services thanks EKT Chair for suggestions and will take back to staff to discuss
Lord Selkirk – West Kildonan	No report
Riel	No report

13. Millennium Library Update – Karin Borland

- October 30 – the Community Connection Space re-opened with limited hours; target to be open all hours as Millennium Library by mid-December
- Working on report to the Standing Policy Committee on Community Services to update on the Community Safety Host program

14. New Business

None

15. Date and Location of Next meeting

Tuesday, December 5, 2023 – 6 pm location TBD

16. Adjournment

The meeting adjourned at 7:14 pm

1st Jaideep Johar

2nd Dean Scaletta

Appendix A
Manager's Report November 7, 2023

1. Facilities Update

a) West Kildonan Library

- Consultant continues to work on report and public engagement documents
- Public engagement open house is being prepared for early 2024

b) Millennium Library Lobby Redesign

- Contract has been awarded and start-up meetings will be scheduled soon

c) Millennium Library Security Contact

- [770-2023 Notice to Proponents-Provision of Security Services, Millennium Library](#) has been posted on the Materials Management website
- This gives vendors time to review requirements and prepare submissions prior to the RFP being posted

2. Recruitment Update

Winnipeg Public Library continues to fill vacancies. Current opportunities can be found on the city of Winnipeg's website <https://legacy.winnipeg.ca/hr/default.stm>

Current external postings available for:

- St. Vital Library Branch Librarian Head
- Library Service Assistants – St. Vital and Millennium Library locations

3. World Languages Report Update

In 2019, the [Winnipeg Public Library Board commissioned a study](#) of our world languages collection, which identified a series of recommendations to improve the collection.

A working group began work to implement the study recommendations. By studying 2021 census language data, newcomer information and material circulation statistics, the working group determined which languages in the collection are relevant, accessible, and sustainable moving forward.

Based on all of this information, Winnipeg Public Library will offer materials in the following languages: Amharic, Arabic, Bengali, Chinese, Farsi, German, Gujarati, Hindi, Italian, Korean, Polish, Portuguese, Punjabi, Russian, Somali, Spanish, Swahili, Tagalog, Tigrinya, Ukrainian, Urdu and Vietnamese.

In June 2023 WPL awarded contracts to two vendors to supply us with materials in these languages, and most importantly, with full MARC cataloguing records in the original language. We have begun to receive new materials, and full cataloguing records in the online catalogue. This means that borrowers can now search and place holds on individual titles.

The following languages will no longer be available at Winnipeg Public Library: Bosnia, Croatian, Finnish, Greek, Hebrew, Hmong, Hungarian, Icelandic, Japanese, Kurdish, Nepali, Oromo, Serbian, Swedish, Tamil, Thai and Turkish. Staff will weed the language collections no longer in circulation and will connect with community organizations or individuals who may be interested in these materials.

4. Youth Services Update

Our 8-week Fall Early Literacy Session is running from September 18-November 10 and includes 70 early literacy sessions (Baby Rhyme Time, Toddler Time, and Family Story Time). To date, over 6,000 attendees were recorded. Registration for the Winter Early Literacy Session will open on December 11 and will run for 8 weeks from January 22-March 16.

Youth Services Librarians delivered a 3.5-hour Early Literacy Program Training Session on October 18, which was attended by 17 staff members across the division.

Millennium Library has been hosting a 3-session Teen Comic Workshop with GMB Chomichuk for teens in grades 7-12 that has been extremely successful.

- October 21 had 17 attendees
- November 4 had 12 attendees
- November 18 TBD

Over the summer, WPL held both the World Storytelling Series program and the World Language Story Time program. Please see the attached report. WPL will be running an additional 5 sessions of World Language Story Time during the month of November. Charleswood and West Kildonan will host the Ukrainian program;

Harvey Smith and St. John's will host the Filipino program; and Louis Riel will host the Spanish program. Many thanks to the Board for their support of this program!

5. Adult Programming Update

Community Connections reopened on Monday, October 30. Initial hours are 10 am - 2 pm expanding to full hours on Wednesday, November 15. The space has a capacity limit for best personalized service experience with one Community Crisis Worker, a library staff person, and two Community Safety Hosts at any one time. Visiting agencies continue to be booked into the space and the lobby area. The schedule is posted on the Community Connections website. Learn more about Community Connections at winnipeg.ca/communityconnections.

Upcoming programs in November **for adults** include Skywalk Concerts and Lectures series and film screenings at Millennium Library, and several online programs including estate planning, and Perspectives Online Book Club. Branches are hosting book talks, ornament making, puzzle swaps and cookie cutter swaps. The Time to Read Podcast for November is *Gilead* by Marilynne Robinson. Review the What's On guide at winnipeg.ca/library or browse the online program calendar for all the events.

Millennium and St. John's Libraries have been hosting red dress pin making workshops with Gerri Lee Pangman. The session introduces the meaning of MMIWG2S+, the Calls for Justice and Gerri's personal story. Participants are taught how to bead step by step. These have been well received and the last session is November 18 at St. John's Library. All WPLB members are welcome to attend. There is registration, space can be made available. Contact KathleenWilliams@winnipeg.ca for any questions. Thank you for funding this series!

6. Outreach Services Update

Outreach Services continues to be busy with its mobile library program and community presentations and pop-up events. The Mobile Library has 3 locations that are visited every 2 weeks with books to borrow and activities - Blake Gardens Resource Centre (312 Blake), Marlene Street Resource Centre (27 Marlene St.) and Indigenous Families Centre (470 Selkirk Ave). Some of the other places Outreach is visiting this month are: St. Amant Centre, Addictions Foundation of Manitoba, Taking Charge, and a Seniors Healthcare Fair.

7. Book Sale at Millennium Library

Starting on November, 14 Millennium Library will be restarting their book sales. The book sale will be located on the main floor in the New and Noted area.

8. Book Donations Wanted

Friends of Winnipeg Public Library take year-round donations of books, VHS, DVD, LP, and CDs. Donations can be dropped off at any of the library branches. For details on how to donate please visit their website <https://friendswpl.ca/book-sales/book-donations/>

Prison Libraries Committee (PLC) also accepts donations for books in all areas but specifically looking for high-interest paperbacks in Indigenous, fiction, mystery, sci-fi, and non-fiction. Preference in titles written in the last 5-8 years. Donation can be dropped off at Millennium Library or St, James-Assiniboia Library For more information please visit <https://mla.mb.ca/about/committees/prison-libraries-committee/>

9. November Operating Hours

Saturday, November 11 and Monday, November 13 – closed

Please check the [online Programs & Events calendar](#) for schedule details. Feel free to share [Programs & Events Posters](#) with your contacts.

Appendix B

November 7, 2023 Motions

MOTION	1 ST	2 ND	DISPOSITION
That the agenda be approved as distributed with the following changes: <ul style="list-style-type: none">Public Library Service Update	Jaideep Johar	Dean Scaletta	Carried
That the October 3, 2023 minutes be approved as distributed with the following changes: <ul style="list-style-type: none">Remove 3rd bullet in EKT LAC reportChange Kim Coss attendance to Present	Jaideep Johar	Nunziata Masi	Carried

MOTION	1ST	2ND	DISPOSITION
That the 2024 meeting schedule be approved as distributed	Jaideep Johar	Dean Scaletta	Carried
That the Q3 report be approved as distributed with the following changes: <ul style="list-style-type: none"> Remove \$100 expense from EKT LAC for Councillor sponsored expense 	Stephen Kennedy	Wara Chiyoka	Carried

Appendix C

October 3, 2023 Administrative Updates

1. General Information

Reminders

- Food receipts from the year ending November 30 is due to wpllibraryboard@winnipeg.ca by end of day December 3
- Library Advisory Committee budgets does not carry over
 - Requests for purchase are due by November 30 unless alternative arrangements are made with the assistant
 - Budgets do not have to be spent out and will ensure there is a float in the Projects line should the LACs decide to take on bigger projects for 2024
- Work may continue after December meeting – members must check e-mails regularly in case there needs to be discussions or electronic voting for matters that cannot wait until 2024
- February meeting is important for returning members, please ensure availability (will be held online to ensure quorum)

2. Communications

AMENDMENT – Memo Expression of Interest

- Ontario Library Association has extended its early bird deadline to December 8
- For the member who is selected to attend air travel must be booked by Sunday, December 3 and submitted to the assistant

3. Recruitment and Vacancies Update

2024 Recruitment Applications Received

- WPLB = 25
- Assiniboia = 7
- City Centre = 5
- East-Kildonan-Transcona = 4
- Lord Selkirk-West Kildonan = 3
- Riel = 3

2024 Committee Vacancies

- Executive Committee
 - All positions are open as an Election will be held in February
 - 3 returning members have indicated interest in continuing
 - Minimum 2 members will need to fill vacancies
- Library Advisory Committees Board Representatives
 - There may be at least 1 vacancy per LAC
 - There may be another LAC shuffle and members may be assigned to a LAC
- Manitoba Library Association Trustee Representatives
 - 1 vacancy
- Writer-in-Residence
 - 1 vacancy
- Strategic Plan
 - 3 vacancies

Appendix D

November 7, 2023 Public Library Service Update

- Trevor Surgenor, Director of the Manitoba PLS unit explained that one of the strategic actions in Manitoba's Culture Policy and Action plan was to review the public library funding model and realign provincial funding to develop a strong and sustainable public library sector.
- He provided background on provincial consultation and engagement processes on provincial funding policy for both rural and northern public libraries as well as

the Winnipeg Public Library. Public libraries, their municipal representatives and key sector stakeholders including Manitoba's Public Library Advisory Board, the Manitoba Library Association, Association of Manitoba Municipalities, and the Association of Manitoba Bilingual Municipalities provided input and feedback on a new provincial funding approach.

- He shared information and provided clarity on the new Public Library Allocation of Grants Regulation which comes into effect on April 1, 2024. He noting that under the new model in Winnipeg Public Library would be eligible for up to \$4 million in provincial funding which is calculated using a formula that considers 15% of the total expenditures in the previous calendar year on library collection materials and salaries of library staff plus an additional \$10,000 for each FTE credentialed librarian.
- He shared projections based on the 2023 budget information, noting that in 2024 the provincial funding formula could result in an increase to WPL representing approximately \$1 million dollars but this amount will be confirmed by the actual audited expenditures. Trevor also explained that all previous funding streams to WPL which include the operating grant and targeted funding for programs (World Language blocks, Writer in Residence Program and funding for accessible library technologies) are consolidated under the new formula.
- When asked if the information presented was part of a public announcement, Trevor explained that the intention of discussing the new Regulation with the Winnipeg Public Library Board and all public libraries in Manitoba is to provide clarity and support the 2024 budgeting processes. He noted that government will consider its broader public communications strategies separately.