

Winnipeg Public Library Board (WPLB)
January 11, 2010 5:00 p.m.
St. James-Assiniboia Library, 1910 Portage Avenue
Final approved minutes, rev

Present: Chair V. DePape; R. Burgess; A. Hoefft, D. Hultin, S. Hyman, C. Kolybabi-Labossière, D. MacEwan, J. Mabee, B. McDonald, J. St.Hill, S. Singh, Councillor H. Smith, R. Walker, A. Wallace, J. Watt and H. Graham

Regrets: M. Pagtakhan, T. Surgenor

Absent: E. Kroeker, A. Logan

Guest: P. Bravo

1. Call to order

V. DePape called the meeting to order at 5:02 p.m. and invited members to introduce themselves. He welcomed and presented Library mugs to new members B. McDonald, S. Singh, and A. Wallace.

2. Approval of the agenda

Under Other Business, Books2Eat was added. The amended agenda was approved on a motion by C. Kolybabi-Labossière and seconded by J. Mabee.

3. Guest speaker

R. Walker introduced Phil Bravo, Branch Head Librarian, St. James-Assiniboia Library. Mr. Bravo, who started as a Page in 1989, has held various Library positions at Winnipeg Public Library. Over several years he obtained his Masters of Library Science (M.L.S.) electronically, graduating in 2007, following which he was appointed to his current position.

In his presentation to the Board (*attached in Appendix A*), Mr. Bravo provided a history of the Library and its community, program features and highlights, aspects of the collection, and successes and challenges.

4. Approval of Minutes

The minutes of the December 7, 2009 Board meeting were approved on a motion by R. Burgess and seconded by Councillor Smith.

5. Matters Arising from the Minutes

a. Vacancies 2010: Library Advisory Committees (LACs)

H. Graham explained that appointments to the Library Board are made by the City's Executive Policy Committee, whereas appointments to Library Advisory Committees are made by Community Committees. Consequently on occasion applicants can be appointed to both the Board and a LAC. H. Graham said that, at the request of the Board's Executive Committee, she had sent an enquiry to the City Clerk's Department manager who looks after the application process, to note the appointment of a Board member to both the Board and a Library Advisory Committee (LAC), and to request guidance on how to proceed. Precedents exist whereby, in a similar dual appointment situation, another citizen was appointed to a LAC to replace the Board member. However this procedure is not covered in the City's By-law for the establishment of the Library Board and LACs.

For another LAC, an application was delayed till after the deadline. It is expected that the relevant Community Committee will consider that application at its next meeting. Assiniboia LAC has two remaining vacancies. A call for applicants appeared in the latest Library newsletter.

6. Reports

a. Chair

V. DePape, in his last meeting as Library Board Chair, during his departing remarks, stressed the team function of the Board and thanked all members for their participation and action.

b. Treasurer

In his final report to the Board as Treasurer, D. Hultin distributed and commented on the Board's 2009 Expenditure Report. He thanked members of the 2010 Budget Committee, and also thanked Board members for their patience while he learned. Mr. DePape thanked Mr. Hultin for his dedicated work during his two years as Treasurer.

c. Executive Committee

Aboriginal Library Needs' Study: Interim Report

Ms Graham emailed the December 2009 Interim Report provided by the consultants, Leskiw and Associates, to Board members. Mr. Walker explained that the project is being funded jointly by the Library Board and the City's Aboriginal Youth Strategy. Both Mr. DePape and Mr. Walker said they were impressed with the work done to date. (More detail is in Mr. Walker's report, *Appendix B.*)

Budget Advocacy

Mr. DePape explained that the Board receives an annual operating grant from the City. For 2010, the Board has asked for an additional \$20,000, for Winnipeg Library Foundation operation, and for the Board's research studies.

The Board also advocates on behalf of the Library to the City's Standing Policy Committee on Protection and Community Services. Last year the Board asked for, and the Library received, an additional \$75,000 for materials. The Board also meets annually with the Mayor or his representative.

The Board has also been lobbying for an increase to the Provincial grant, provided to the City for Winnipeg Public Library. That amount is approximately 11% of the Library's budget.

For 2010, the Board's Executive Committee has been planning its presentations for the City's upcoming budget deliberations. Last year, Mr. DePape, in his presentation to Council's Executive Policy Committee, noted that the number of Library staff is declining, which is affecting programming and services, and that the Board would be monitoring this situation. This concern arose during feedback the Board received from Riel Library Advisory Committee about waiting lists and numbers of programs. The Library has also made some changes to maximize staff.

d. Community Outreach

Community Outreach Committee Chair J. Mabee provided information on the Committee's mandate, membership and activities. The most recent activity has focused on the promotion and distribution of information about the three annual \$1,000 Language and Literacy grants. The next application deadline is March 26, 2010. Reports from 2009 winners are due in June 2010. The Committee will next meet on February 11, and hopes to have as a guest a literacy learner. The Committee will be seeking new members at the next Board meeting.

e. Manager of Library Services

Mr. Walker distributed and elaborated on his report (*Appendix B.*)

Board members complimented Library staff on the latest Library newsletter: content, format and appearance. Mr. Walker said that staff was able to negotiate more copies at less cost on a different grade of paper.

In response to a question about book sales, Mr. Walker replied that library book sales generate about \$60,000 per year in revenue for the Library system, from which branches are able to supplement their paperback collections.

f. Board Reps to Library Advisory Committees

Assiniboia: Dr. MacEwan shared an idea, not yet discussed with LAC members, for a LAC activity. The next meeting will be on Tuesday, March 2 at Westwood Library.

East Kildonan-Transcona: at the December 8 meeting at Munroe Library, LAC members said farewell to departing LAC Chair H. Mayba. Munroe Library's Assistant Branch Head provided information on programs and other activities. The election of the next Chairperson is pending. The LAC is concerned about the safety of children on the busy parking lot at Henderson Library. The next meeting will be at Henderson Library on February 16. During discussion of Library needs and how the LAC could help, members said that during their 2009 Meet-and-Greet gatherings, the public asked that the branches be open on Wednesdays.

City Centre: Ms Mabee said that the next meeting will be on February 1 at Fort Garry Library, to finalize planning for that Library's 50th anniversary, to take place on February 12.

g. Winnipeg Library Foundation

S. Hyman, past Chair of the Library Board, is Co-Chair of the Winnipeg Library Foundation (WLF), along with Co-Chair K. Keppler. Ms Hyman explained that WLF is an arm's length wing of the Library Board, and was established for fundraising. The first major project was the \$21 million Millennium Library development. WLF raised a portion from the private sector to supplement funds from the three levels of government. Now WLF is seeking infrastructure funding to supplement City funds for the Library Park, which is a huge project, Ms Hyman said.

The Library Foundation's annual meeting, which is tentatively scheduled for Tuesday, March 2, will focus on the Park development. The first stages of redevelopment have taken place: the park has been demolished.

Ms Hyman noted that last year WLF Vice-Chair George Skinner passed away suddenly. This was a great loss to the Foundation and the community.

The Foundation is also looking at funding renovation of the two Carnegie libraries that will celebrate 100th anniversaries in 2015.

The Foundation is seeking more board members. The Library Board Chair is a member of WLF's Board. H. Graham will obtain a list of Foundation Board members as requested.

Ms Hyman thanked the Library Board for its support by providing operating funds so that the Foundation could hire someone to write grant proposals and gather supporting materials.

h. Manitoba Public Library Services

Mr. Surgenor sent his regrets.

7. New Business

a. 2010 Orientation

Board members were asked to diarize the date of February 20 for a morning orientation.

b. Administrative Assistant: contract

So that members could discuss the draft 2010 contract between the Board and the Administrative Assistant, on a motion by S. Hyman and seconded by C. Kolybabi-Labossière, the meeting moved *in camera*.

On a motion by J. Mabee and seconded by C. Kolybabi-Labossière, the Board returned to a meeting of the whole Board.

MOTION: R. Burgess / D. Hultin

That the contract between Winnipeg Public Library Board and Heather F. Graham, for administrative services for 2010, be approved.

Carried

c. Farewell to departing Board members

Mr. DePape made presentations to A. Logan and E. Kroeker in absentia. The Board invited departing members to select a book to be donated to the Library in their honour. Ms Logan selected *Tuesdays with Morrie* by Mitch Albom. Ms Kroeker selected *Cross Fire*, written by Jeanette Windle. And Ms Hyman selected *The House at Riverton* by Kate Morton.

Mr. DePape thanked and presented gifts to Ms Hyman, who had served the Library Board for six years in various capacities: Chair of the Community Outreach Committee, a Board representative on the City Centre LAC, member of the Advocacy Committee, Board representative on the Library Foundation, and most recently as past Chair of the Board and Chair of the Executive Committee Nominations Committee. Ms Hyman also took a leadership role in the development of the adapted books projects, for which the Library Foundation obtained funding.

In her closing remarks, Ms Hyman explained how she got involved with the Library Board, her Board activities and especially her focus and interest in community outreach and literacy. She said that a bookmark inscribed with the words "Fuel the mind" has been a stimulus for her literacy advocacy. She thanked the Board for all the opportunities provided during her time on the Board. She added that the Adapted Books Project, Phases 1 and 2, were amazing opportunities. Ms Hyman acknowledged the wonderful role models she had on the Board.

Mr. DePape reiterated the Board's appreciation of Ms Hyman's dedication to the public library system...and of her baking.

8. Other Business

a. Election

Mr. DePape turned over the election process to Ms Hyman. She read the slate of nominees and called for nominations from the floor. A motion to cease nominations was moved by D. MacEwan and seconded by D. Hultin

MOTION: S. Hyman / D. Hultin

That the Board accept the following slate of members for its Executive Committee:

Chair: Rita Burgess

Vice-Chair: Christine Kolybabi-Labossière

Treasurer: Josh Watt

Past Chair: Vernon DePape
Member-at-Large: Jacqueline St. Hill
Carried

b. Signing Officers

MOTION: D. Hultin / J. Mabee

That the 2010 Winnipeg Public Library Board signatories for the accounts held at the Royal Bank be:

Rita Burgess, Chair
Christine Kolybabi-Labossière, Vice-Chair
Josh Watt, Treasurer
Carried

c. Committees for 2010

Mr. DePape listed the Board's committees and asked members to consider volunteering at the next Board meeting. In addition to Executive Committee, the other committees are:

Community Outreach
Budget
Strategic Planning
Advocacy

Another opportunity: Speakers' Bureau

Five Library Advisory Committees

The Board nominates and Community Committees appoint Board reps to LACs.

d. Brief remarks from incoming Chair

Ms Burgess thanked members, especially Mr. DePape and Ms Hyman for their leadership. Ms Burgess said she was looking forward to advocacy and in particular to the civic election.

Mr. DePape congratulated the new Executive.

e. Books2Eat

Ms Kolybabi-Labossière explained the concept and date for this project, initiated by the Lord Selkirk-West Kildonan Library Advisory Committee. Books2Eat is an international edible book event celebrated typically in April:

<http://www.colophon.com/ediblebooks/>

f. Two conferences

Mr. DePape explained upcoming conferences. The first is the Ontario Library Association SuperConference in Toronto at the end of February. The second is the Canadian Library Association annual national conference in Edmonton in June. The Vice-Chair would typically attend the CLA conference, and the Chair would go to OLA. However this year that will be reversed, as Ms Burgess cannot attend OLA.

9. Date and Location of the Next Meeting

Monday, February 8, 2010 at 5:00 p.m.
Millennium Library, Buchwald Room
Photo op.

10. Adjournment

The meeting was adjourned on a motion by Councillor Smith at 7:13 p.m.

Members were invited to join Mr. Walker for a tour of the St. James-Assiniboia Library.

Appendix A

Presentation by Philip Bravo, Branch Head/Librarian, St. James-Assiniboia Library

Welcome to the St. James-Assiniboia Library. I'd like to thank the Winnipeg Public Library Board for offering me this opportunity to speak about St. James-Assiniboia Library and the community it serves.

History and Community

In 1954, the St. James Library was located in the basement of St. James High School. The following year the St. James School Division donated land to the City of St. James to build a library. The community, including the Lion's Club, contributed generously and supported by funding from the provincial government the St. James Library opened its doors to the public in Feb. 1958. The library was very popular and many regular customers that I've had the privilege to speak to remember that day fondly. It was the first post war library to be built in Manitoba and it inspired other municipalities, such as Fort Garry, to build libraries. Incidentally, the Fort Garry library is celebrating its 50th Anniversary on Feb 12th. Over the years, St. James library has undergone two significant renovations:

- A modest addition was completed in 1963.
- In 1970 the second floor, which includes the unique three tiered stack system to house the non-fiction collection, was completed.

Although the community has changed significantly since 1958, it continues to support the library. Currently the St. James-Assiniboia Library's serves a large and diverse community. The catchment includes Old St. James, Deer Lodge, Silver Heights, King Edward and Woodhaven. It is a primarily a middle class area but there are many families and seniors with modest incomes in the eastern part of St. James.

Last year over 200,000 items were borrowed from the library and staff answered over 44,000 questions. Everyone enjoys using the resources available at the library, including the very popular internet work stations and 2 Microsoft Office workstations. Wireless access to the internet is very popular, especially among students. The library also offers a comfortable and welcoming space to meet neighbours, catch up with friends and, of course, a quiet space for reflection and study in the reference room.

Adult Programming

Programming at St. James-Assiniboia has been quite successful. Last year, 2,600 patrons attended 344 programs. Computer and Internet Training, Eco-gardening, Digital Photography especially were popular. Programming highlights include:

- The 50th Anniversary celebration and tea party organized with the Assiniboia Library Advisory Committee. The event also included a talk by Prof. Marilyn Baker about former St. James resident and Group of Seven member, Lionel Lemoine FitzGerald. Inspired by the success of this talk we hope to organize a walking tour of Bruce Park which will focus on the history of the park, its many monuments, including Fitzgerald's Walk.
- Some of you may have noticed that the hallway on the 2nd floor doubles as an art gallery to help promote the Norman Art Group's artists. Recently, the branch partnered with the Norman Art Group to help celebrate its 30th anniversary. 40 people attended the celebration, which included workshops and refreshments.

Although lack of interest in the Last Word Book Club has caused its cancellation, the St. James-Assiniboia Book Club continues to be popular. We hope to experiment with a nonfiction book club this year. I am looking forward to learning about programming for seniors at the Ontario Library Association Conference in Toronto. According to the 2006 Census, seniors comprise approximately 40% of the population.

Children's Programming

Children's programming is very successful as well, especially considering the modest number of young families in the area. 1,700 children have attended children's programs. Last summer's TD Summer Reading Club registered 215 children and the Read Aloud Program helped 32 children improve their reading skills. We have been encouraging teens, especially those who attend the schools nearby, to visit the library and encourage literacy by hosting a number of Young Adult programs, including events based on popular teen books. Since 2008, Children's staff have worked very hard to run book clubs for teens and children. Although recruiting teens to participate in book clubs is quite a challenge, we hope to attract more teens by taking full advantage to this year's Jack Montgomery Community Outreach Award recipient, Sophie Walker's "Teen Programs in a Box".

Collection Management

The collection at St. James has been undergoing a vigorous de-selection process. Although I don't relish the thought of removing material from the shelves, guided by the WPL's collections policy and guidelines, we have withdrawn over 30,000 items. As a result, newer items in the collection are more visible and shelving material has become significantly easier for pages and other library staff. In addition, the book sale has generated over \$5,000 which is used towards purchasing paperbacks for the branch. The paperback spinners have also been moved to the back of the library near the OPACs and fiction collection. This move was prompted by five concerns:

- children would often play with the spinners,
- the circulation counter was not clearly visible to patrons as the sight lines to the counter was obscured by spinners,
- patrons browsing the paperbacks were often interrupted by other patrons wanting to check out library material,
- the Young Adult collection was not clearly visible to its intended audience,
- I noticed that the Mystery and Science Fiction paperbacks, which were hidden by a wall of fiction paperback spinners, did not circulate very well.

Moving the paperbacks to the back of the building resolved these concerns and patrons are now able to browse paperback spinners without interruption and many have commented that they explore the books on the shelves as well, which seems to have increased circulation.

Challenges and the Community Outreach

The branch also faces a number of challenges. Obviously the branch requires a renovation. The clever stacking system that houses non-fiction is out of date and is not readily accessible to the public. The circulation counter needs to be replaced. The elevator, located just behind the circulation counter, is not easily accessible and it does not accommodate a stroller or wheelchair comfortably. The shelving also needs to be upgraded to merchandise the collection and more...

To understand the needs of the community, I attend regular meetings of the local St. James-Assiniboia Neighbourhood Resource Network, a group of social agencies and community leaders who meet to share information and program initiatives. As a result of attending these meetings, I provide, at no charge, invigilating services to distance education students.

Once again, thank you for this opportunity; I hope the board has found this presentation useful and informative.

Appendix B

Winnipeg Public Library Board Meeting Manager's Report January 11, 2010

1. Library Infrastructure Project Update

Henderson Library

Council has recently approved the expansion of the Henderson Library at its current location, 1-1050 Henderson Highway. The timetable for work at the branch is being developed. During renovations the library will be closed, staff will be relocated elsewhere in the system, and other alternate service delivery arrangements will be made for the local community in order to provide a level of continued service for the community. We will be holding a public open house to share with the public what we are proposing and will involve the local Library Advisory Committee in the process.

St. Boniface

Carpeting, painting, new shelving are expected to occur in March 2010.

Louis Riel Library

New flooring, carpeting, painting, furniture and shelving, reorganization of collections, and circulation counter are expected to occur in May 2010.

Osborne Library

New flooring, lighting, counter, signage, shelving and furniture, and painting are expected to occur in April 2010.

Millennium Library Park

Demolition for the park was completed in December 2009. Work will begin in the spring of 2010 and continue throughout the summer and into the summer of 2011. The Winnipeg Library Foundation is seeking funding for some aspects of the park development.

2. AYS Study

As of December 15, 2009 we received an Interim report for Leskiw and Associates on the progress they have made to date with the Aboriginal Study. They have completed most of the research on the Aboriginal Community in Winnipeg based on information provided by Winnipeg Public Library and from other sources. They have conducted interviews with 9 Aboriginal leaders from 8 organizations and have begun to develop themes based on the feedback. They are working on the youth survey and have shared it with youth at Ndinewa to get their feedback on wording.

3. Room Naming for Dr. Allan Patterson

We have now received Council approval to name a room at the Windsor Park Library in memory of Dr. Allan Patterson. We are working with the branch staff to find a suitable date for the naming dedication and will let the Board know when it has been chosen. We will ask the Riel Library Advisory Committee members to assist us with the event.

4. Fees & Charges

On January 5, 2010 all fees and charges in the City were approved to be increased as per Council authority via By-Law 196-2008. For any fees that are increasing “above inflation”, the by-law was amended and the delegated authority given to the Director of Community Services. The increased fee is necessary to cover increased costs associated with the purchasing, processing and maintaining of collections. The proposed wear and tear fee at \$2.00 will remain lower than the fee associated with the rental of videos/DVDs from a private sector vendor.

5. Sponsorship

Library Sponsorship Opportunity – As a result of the City lead process, we have secured a donation to support the Library Adapted Book project. The funds will be used by the library to finish processing and cataloguing the remaining books that need to be adapted and added to the collection. The name of the sponsor and the amount are being finalized. We are also working to ensure that there is suitable recognition for the donor.

6. Fort Garry Anniversary

On February 12, 2010 at 1p.m. the Fort Garry Library will celebrate the 50th Anniversary of the Library. The event will be highlighted by the unveiling of three photographs by Henry Kalen and a historical talk by David Arnason, former Library Board member, who will speak about writing the history of the Fort Garry community, at 2 p.m. All Board members are welcome and will receive an invitation in the mail.

7. Sunday Hours

Effective February 21, 2010, we will be offering Sunday hours at Henderson and Pembina Trail Libraries. We will be open 1-5 p.m. from after Labour Day until the May long weekend.