

Winnipeg Public library Board Meeting

Monday January 7, 2013 – 5 p.m.

Millennium Library – Buchwald Room

Minutes

Present: Bill Zuk, Jacqueline St. Hill, Rick Walker, Councillor Ross Eadie, Douglas MacEwan, Joan Blakely, Kym Schwaluke, Bob Foster, Councillor Jeff Browaty, David Chung, Benoit Gosselin, Orest Kinasevych, Jeff Kovalik-Plouffe

Regrets: Trevor Surgenor, Jean Mabee, Iyvan Michalchyshyn, Luc Lewandoski, Reesa Cohen

1. **Call to Order** – 5:10 p.m.

2. **Approval of Agenda**

That the agenda be accepted as distributed

Motion: Councillor Eadie/K. Shwaluke

CARRIED

3. **Approval of minutes of October 1, 2012**

That the minutes of the previous meeting be approved as distributed

Motion: K. Shwaluke/D. MacEwan

CARRIED

4. **Welcome & Introductions**

- JSH reported on the reappointment of I. Michalchyshyn and D. Chung and appointment of new members B. Gosselin, O. Kinasevych, R. Cohen and L. Lewandoski
- Board members introduced themselves
- JSH provided mug and book to each new Board member in attendance

5. **Reports**

a) **Chair's Report**

- JSH mentioned that the Board had received a thank you note from Heather graham for the food and kind thoughts delivered
- JSH indicated that sympathy card had been sent to J. Mabee as her brother-in-law had passed away in Ontario and was the reason for her being unable to attend the meeting
- JSH indicated that there is still one Board vacancy and encouraged members to ask friends and to consider applying

- JSH indicated that the Annual Report is being prepared and will be presented at the February meeting of the Standing Policy Committee Meeting on Protection and Community Services
- RW mentioned that Bruce Fiske, Social Worker for the Library, will attend the March Board meeting to outline what he does at the library.

b) Treasurer's Report

- KS indicated she had no formal report to hand out but that the Board's financial picture was good and there was approximately \$18,000 in the account at this time.
- KS indicated she is waiting for the final banks statement and then the Auditor can complete the audit and have the information available for the presentation at the February Standing Policy Committee meeting

c) Executive Report

- Advocacy
- JSH let the Board know that they would be making a presentation at the Standing Policy Committee on January 14, 2013 about the need for an increase in the library's materials budget.
- JSH indicated that the Board had asked Council for the same operating budget as in 2012 - \$88,108
- JSH provided a brief history of the 2012 materials budget request and the EPC direction. She also described how the Board had met with the Province about requesting a change in the funding formula so that the library would receive a larger grant.
- Councillor Browaty suggested that the Board may want to do more advocacy with the Province by attending a Public Accounts meeting and/or preparing a news release about need for increased funding for materials. To be considered by Library Board Executive
- J. Kovalik-Plouffe asked a question about the impact of eBooks and other technology on the materials budget. RW provided additional information on eBook use and cost and supply issues associated with purchasing from publishers.
- JSH reviewed the current vacancy issues with the Library Advisory Committees.
 - Assiniboia – 2 vacancies
 - LS/WK – 4 vacancies
 - CC/FR – 3 vacancies
 - EK/TR – 4 vacancies
 - Riel – 4 vacancies
- RW to work on poster to be put up in libraries
- Board to put article/request in next Library newsletters

- JSH reviewed the role of the Library Board members and asked for representatives for the various LACs
 - Assiniboia – B. Zuk & J. Blakely
 - LS/WK – I. Michalchyshyn & D. Chung
 - CC/FR – J. Kovalik-Plouffe & R Cohen
 - EK/TR – J. St. Hill & O. Kinasevych
 - Riel – B. Foster & B. Gosselin
- RW to send letter to City Clerks with names of representatives that need to be appointed

d) Community Outreach Committee

- BZ reviewed the roles and duties of the committee for the benefit of the new members.
- BZ provided information on the two recipients of last Language and Literacy grants
- BZ looking for new Board members to sit on Outreach Committee. If you are interested, contact BZ.
- BZ indicated that the Board and Library may be making a presentation at the SAGE conference in October 2013

e) Manager of Library Services Report

- RW presented his report to the Board (see attached)

f) Public Library Services

- No Report

g) LAC Reports

- EK/TR LAC
 - KS talked about successful Lego event at Transcona Library. EK/TR Lac provided Kobo for a draw.
 - Several people spoke with KS about role of Lac and may apply to become members
- Assiniboia LAC
 - Next meeting January 8, 2013

6. New Business

a) Books2Eat

- JSH updated Board on the event set for Saturday April 6, 2013 at Millennium Library

b) Orientation

- JSH spoke about the upcoming event on March 2, 2013. An agenda will be coming out shortly. All Board members are encouraged to attend as this is the first orientation in two years and there are a number of new Board members. The agenda will include a review of the Board and LAC roles, an overview of the library system, a possible guest speaker and a possible tour.
- JSH indicated that new binders will be provided to Board members before the meeting

7. Other Business

a) Outgoing Board recognition

- JSH spoke about the three retiring Board members, Douglas MacEwan, Jean Mabee and Kym Shwaluke and thanked them for all they have contributed to the Board and the Library over the years.
- JSH also reminded the Board about the three books that will be added to the collection in recognition of the retiring Board member

b) Elections of New Executive

- D. Chung indicated that he was stepping in to assist J. Mabee with the election as she was unable to attend the meeting due to a death in the family.
- D. Chung thanked JSH for her help in preparing for the election.
- D. Chung presented the slate of officer for the new Library Board Executive and asked if there were any other Board members interested in seeking one of the vacant positions. As there were no other candidates the following motion was moved.

Motion: J. Blakely/D. MacEwan

That the following slate of officers be appointed as the new Executive for the 2013 Library Board

Chair – William (Bill) Zuk

Vice Chair – Jeff Kovalik-Plouffe

Treasurer – Robert (Bob) Foster

Member at Large – Iyvan Michalchysyhn

CARRIED – Unanimous

c) Signing Authority

Motion: Councillor Eadie/O. Kinaseyvch

That signing authority for the Library Board be assigned to William (Bill) Zuk – Chair, Jeff Kovalik-Plouffe – Vice-Chair, and Robert (Bob) Foster – Treasurer.

CARRIED

8. Next Meeting

Monday February 4, 2013 – Windsor Park Library, 955 Cottonwood Rd.

9. Adjournment

K Shwaluke

Winnipeg Public Library Board Meeting Manager's Report

January 7, 2013

1. Windsor Park & St. Vital Library Announcements

On Tuesday January 8, 2013 at 10:30 a.m. at the BoniVital pool, there will be an announcement about the construction of a new Windsor Park Library to be built at the facility. Building on the success of the Cindy Klassen recreation complex, this will be an opportunity to build a larger, universally accessible library for the community. The new facility will be approximately 8,000 sq. ft. and include expanded program facilities, increased computer access and leisure reading space in an energy efficient, signature building. All Board members are invited to attend this announcement.

This will be followed by an announcement at the St. Vital Library at 12:30 p.m. that will speak to the renovation of the St. St. Vital Library.

2. Operating & Capital Budget

On Wednesday January 9, 2013 the Operating and Capital Budgets for the City of Winnipeg will be tabled at Executive Policy Committee. Details about both budgets and their impact on libraries will be presented by the Director of Community Services at the Standing Policy Committee on Protection and Community Service on Monday January 14, 2013 starting at 9:00 a.m. All board members are invited to attend.

3. Facility Renovation Update

On Monday January 7, 2013 the St. Boniface Library reopened after significant renovations were done in November and December. New carpeting and flooring have been installed, a new service counter has been added, painting has been done throughout the building, and upgrades to the accessibility of washrooms are being completed as part of the project. Funding for this project came from the City of Winnipeg and the federal Government through the Community Infrastructure Investment Fund.

4. New Online Databases

The Library continues to expand its selection of online databases to help the public with their information needs. On-line databases are purchased from the library's materials budget and account for approximately 12% (\$347,000) of the budget expenditure in 2012. The following databases have been added or the number of licenses increased in the last few months.

- a. Mango – Language learning database that replaces the Tell Me More database, and includes more languages and ESL modules.
- b. WFP – This database has been added to all branches in the system now due to a change in the licensing/funding model. In house use only. No remote access.
- c. Sun Media Archives - The library is in the process of purchasing. It includes back issues of the Winnipeg Sun to 1999 plus some rural newspapers. In-house use only. No remote access.

- d. The Library is also currently trialing a product called Ed2Go which allows library customers to sign up for 6 week courses on such topics as computer courses, writing, cooking, and self-help.

5. Policy Changes

In response to public concerns and suggestions the library has made a couple recent changes to our services.

- a. Express Collection – Library customers can now renew express items up to two times in order to allow more time to finish the items. This will result in increased circulation for the library. However, to ensure that there is still a good selection of material available, the library will be devoting more of the materials budget in 2013 to express collections to meet public demand.
- b. Barcode Locations – Over the years the library has explored changing the location of barcodes on its material. The relocation of barcodes will make it easier for staff to check out material at our counters, and with the introduction of self-check units in almost every branch this past year, the location of barcodes has become more important.

6. PastForward

Libraries are playing more critical roles in the delivery of digital information to their users through the digitization of unique resource material. Winnipeg Public Library has embarked on an initiative to establish a digital portal where it can make access to unique resources, books, postcards, pictures, etc. in digital form for the public. The initial collection will be a series of historic postcards and will be launched on February 12 at the Cornish Library. More information is available in the library's newsletter. All Board members are invited to attend this event.

7. Fee Increases

On an annual basis, most fees within the City of Winnipeg go up by the rate of inflation. Library fees going up January 1, 2013 include DVD Wear and Tear fees, room booking fees, and non-resident and visitor card fees.

8. E-Books

E-book usage continues to grow within our library system and public libraries in general. Each year with the increase in market access to e-book readers after Christmas, the library experiences a rush in customer questions and assistance to help with eBooks. We continue to offer training to our staff and public to be able to use this new technology. Most branches in the system will be offering eBook sessions over the next few months. A complete list of locations and courses can be found in our newsletter.

In addition, the library continues to look for ways to expand the amount of material available in eBook format. The library has recently purchased access rights to Disney Digital Books which offers children access to over 600 titles in the collection.

9. National Family Literacy Day – January 28, 2013

All fines and fees collected on January 28th for the next five years will be donated to the Winnipeg Foundation's Literacy for Life Fund to help sustain the fund for future granting opportunities. The Literacy for Life fund helps support literacy programs and Winnipeg Public Library with small grants

towards literacy initiatives in the community. Since its inception in 2003 Winnipeg Public Library benefits annually from the fund supporting various literacy projects.