

Winnipeg Public Library Board Meeting
Monday, November 2, 2015 at 5:00 p.m.
Osborne Library – 625 Osborne Street

Minutes

	Present	Regret	Absent		Present	Regret	Absent
Joan Blakley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trevor Surgenor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Kovalik-Plouffe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Aengus Bridgman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bob Foster	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Alison McCullough-Butchart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Orest Kinasevych	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bonni Book	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bill Zuk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	David Chung	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rick Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diana Szymanski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Allard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Dobson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pamela Zorn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Guests: Carole Reeve, Branch Head of Osborne Library

- 1. Call to order, welcome, housekeeping**
 - The meeting was called to order at 5:02 p.m.
- 2. Guest**
 - See Appendix A
- 3. Approval of October 26, 2015 Meeting Minutes**

Motion

That the minutes from the October 26, 2015 meeting be approved as distributed **Carried**
 1st: Bill Zuk 2nd: Gordon Crook

4. Approval of Agenda

Motion

That the agenda be approved as distributed **Carried**
 1st: Diana Szymanski 2nd: Alison McCullough-Butchart

5. Manager's Report

- See Appendix B

Motion

That the Library Advisory Committees trial for one (1) year to distribute library newsletters to the community areas to promote programs and services **Carried**
 1st: Bill Zuk 2nd: Jeff Kovalik-Plouffe

Item	Description	Action
Public Library Services Branch Trevor Surgenor	Government of Manitoba Announcement <i>“Effective November 1, 2015, the Manitoba government is introducing the first of five standards under The Accessibility for Manitobans Act: The Customer Service Accessibility Standard requires all of Manitoba’s public, private and non-profit organizations with one or more employees to establish and implement measures, policies and practices to remove barriers to customer service.”</i> For more information please visit http://www.gov.mb.ca/dio/ <ul style="list-style-type: none"> - PLBS is currently working on a policy tool kit to assist with the implementation of these standards from a library perspective - The standards affect other organizations outside the library system 	
Library Advisory Committees LAC Reps	Chairs Meeting <ul style="list-style-type: none"> - Another LAC Chairs meeting we held - LACs have indicated they wish to do a presentation at the next orientation (March 2016) - Positive feedback was received about the event kit - It was acknowledged the valuable role WPL staff play when attending LAC events 2016 Vacancies <ul style="list-style-type: none"> - Will be placing recruitment ads in the 5 community newspapers and in the Winnipeg Free Press - It is projected that there will be a high turnover LAC Minutes <ul style="list-style-type: none"> - Reminder given that Board & LAC minutes are considered public documents - It was suggested that LAC minutes be posted on the website Assiniboia – held a Meet & Greet event on October 24, 2015 City Centre – no report East Kildonan-Transcona – no report Lord-Selkirk-West Kildonan – planning a Books2Eat teaser event in the spring Riel – meeting next month	<ul style="list-style-type: none"> - Joan to draft e-mail to Councillors to request assistance in filling vacancies - Joan to create template and parameters for LAC minutes
Conference Reports Orest Kinasevych	<ul style="list-style-type: none"> - Written and verbal report received 	
7. Date and Location of Next meeting	Monday, December 7, 2015 at 5:00 p.m. Millennium Library – 251 Donald Street (Buchwald Room)	
Guests:	Darlene Wusaty, Section Head of Information Services	

8. Adjournment

Motion

That the meeting be adjourned at 7:11 p.m.

1st: Pamela Zorn

2nd: Diana Szymanski

Appendix A Winnipeg Public Library Board Meeting

Guest Speaker Highlights November 2, 2015

- The Winnipeg Public Library Board (WPLB) welcomed Carole Reeve, Branch Head of Osborn Library
- Career
 - o Started with Winnipeg Public Library as a Shelver at the St. James-Assiniboia Library
 - o Previously worked at Millennium Library (Special Services), Westwood Library and Munroe Library
 - o In 2000, Carole became Assistant Branch Head of Osborne Library
 - o Then in 2006, Carole was promoted to Branch Head of Osborne Library
- General Information
 - o Osborne Library is also known as a neighbourhood branch with an average of 230 people visiting daily
 - o The Fort Rouge Leisure Centre (FR-LC) is a busy facility and offers a wide range of classes which creates high demand of areas of interest for the branch
 - o As various groups book meeting rooms at the FR-LC, attendees become frequent visitors to the branch
- Outreach
 - o The branch networks through community groups, FR-LC classes and community clubs in the areas
 - o Recently, the branch had collaborated with a community club to offer a garden tour program
 - o In addition, branch staff try to visit schools in the area to promote services that the branch/library can offer
- Statistics
 - o In 2015, 184 students registered into the summer reading program
 - Comparatively 123 students signed up for the program in 2014
 - o In September 2015, the branch received their first self-checkout unit which allows customers checkout materials on their own
 - The staff actively promote the machine and show the public how to use it
 - There is a 3.3% increase in checkouts since receiving the machine
 - o There has been a decrease of computer bookings
 - 8,329 bookings (2013) versus 7,663 bookings (2014)
 - This may be partly due to the ability to connect to Wi-Fi services and customers being able to use their own devices at the branch
 - o Various programs are offered throughout the year and are well attended
 - (2013) 64 programs offered – 1,400 attendees
 - (2014) 76 programs offered – 1,463 attendees
 - (2015 to date) 87 programs offered – 1,976 attendees
 - Programs include:
 - Tween Book Club (ages 9 to 12 years) is newly introduced and is well received
 - Cookbook Clubs first started at Osborne Library and has expanded to five (5) other branches
 - Some other programs offer include: Baby Rhyme Time, Family Story Time, Mad Science, Lego Block Party, eBook Training Sessions, Tabletop Game Day, Hidden Poetry, How to Start a Business and Planning for Retirement

For more information about Osborne Library please visit:
<http://wpl.winnipeg.ca/library/contact/branches/osborne.asp>

Appendix B Winnipeg Public Library Board Meeting

**Manager's Report
November 2, 2015**

1. Transcona Library Open House

The first open house at the Transcona East End Community Club on Thursday Oct 29 was well attended. Thanks to Joan Blakely and Blair Yakomoski from the EK/TR LAC for attending and assisting. The Library is holding a second open house on Thursday November 4 at the Transcona Library from 10 – 1:30 p.m. **Board and LAC members are welcome to attend and assist at the Open House. If you are unable to attend you can see the plans on the Library website.**

2. Millennium Library 10th Anniversary

Anniversary events are planned for this week. Check out all the details on the library website. On Saturday November 7 at 11:00 a.m. we will be holding an official event to re-dedicate the two Indigenous areas in the library with new names that have been chosen by Elders Barbara and Clarence Nepinak. **All Board and LAC members are welcome to attend.**

The Library is also holding a Maker Faire for the public that day. Details are on the library website. **Thank you to the Board for providing two gift certificates for the Library History Book as part of the prize package.**

3. Standing Policy Committee Changes

The Standing Policy Committee has had a name change. It is now called the Standing Policy Committee on Protection, Community Services and Parks. Parks and Open Spaces will now report under this portfolio. In addition, Councillor Mike Pagtakhan has been appointed the new Chairperson. Decisions on the Councillor composition of all City Committees are scheduled for later this week.

4. Library Newsletters

The Library is in the process of renewing its printing contract for the newsletter. Normally we print 16,500 copies of the newsletter each issue but would consider printing an additional 2,000 copies per issue so that LACs could help the library with distribution of the newsletter to new locations. We would need LACs to commit for at least a year to take an allotment of newsletters and distribute to locations/individuals in the community on a bi-monthly basis.

Is this something the Library Board would support and work with the LACs to undertake?

5. WPL wins awards

On October 14, 2015, Winnipeg Public Library was the recipient of two awards for library related projects. LM Architectural Group and the Charleswood Library received an accessibility award by the City of Winnipeg Access Advisory Committee. The Library and the architects for the project won an award in the category - Physical Accessibility for a Renovated Facility. The award was presented to LM Architectural Group and Winnipeg Public Library at an awards ceremony held at Club Regent Casino and Events Centre.

Also on Wednesday Oct 14, 2015, the Millennium Library Park was awarded the Premier's Award for Design Excellence in Landscape Architecture. The award was presented at an event to HTFC Planning & Design (Landscape Architects) on behalf of the Manitoba Association of Landscape Architects, the Manitoba Association of Architects, and the Professional Interior Design Institute of Manitoba. Congratulations to HTFC Planning & Design and the Millennium Library for this prestigious award. This park would not have been possible without the fundraising efforts of the Winnipeg Library Foundation. It was their vision that leads to the park redevelopment. The park is a beautiful amenity in the heart of the downtown and a growing venue for library programming.

6. Call2Recycle – Waste Reduction Week

The week of October 19-25 the Library participated in national Waste Reduction Week by setting up displays in branches across the system to encourage the public to drop off their used batteries and cell phones. We ran contests in partnership with Call2Recycle, the national battery recycling organization. The branch that collected the most batteries and phone in weight would be declared the Winnipeg Waste Ace winner for 2015; and the branch with the best display would win a prize for their branch. We are waiting to hear from Call2Recycle who the winner of the two contests will be.

If you want to see of the displays that were created go to the following site:

<https://www.flickr.com/photos/winnipegpubliclibrary/albums/72157658119799934>

7. Rotary Clubs of Winnipeg Local History Room

On September 24th the library reopened the Local History Room after it was expanded and relocated to the fourth floor of the Millennium Library.

On Tuesday Nov 17 at 11:00 a.m. we will be holding a small event with the Rotary Clubs of Winnipeg to show them the new room and to thank them for their support 10 years ago to help make this room possible.

Board members are welcome to attend.