

Winnipeg Public Library Board Meeting
Monday, January 4, 2016 at 5:00 p.m.
Cornish Library – 20 West Gate

Minutes

	Present	Regret	Absent		Present	Regret	Absent
Joan Blakley (<i>Chair</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Kovalik-Plouffe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Aengus Bridgman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pamela Zorn	<input checked="" type="checkbox"/>	<input 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"/>
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Schreyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

Guests: Rick Watkins, Branch Head

The Library Board would like to thank Robert (Bob) Foster for his years of services on the Library Board.
 We wish them well on their future endeavours.

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:10 p.m.

2. Guest

See Appendix A for presentation highlights

3. Approval of December 7, 2015 Meeting Minutes

Motion

That the minutes from the December 7, 2015 meeting be approved as distributed **Carried**

1st: Jeff Kovalik-Plouffe 2nd: Gordon Crook

4. Approval of Agenda

Motion

That the agenda be approved as distributed with the following changes: **Carried**

- Next meeting date **changed to** Monday, February 1, 2016

1st: Alison McCullough-Butchart 2nd: Councillor Allard

5. Manager's Report

See Appendix B for report

6. Reports

Item	Description	Action
Chair Joan Blakley	<i>Outreach & Literacy</i> <ul style="list-style-type: none">- Two (2) displays will be available to view in February 2016<ul style="list-style-type: none">o Garden City Collegiate will have a display at West Kildonan Libraryo Brock Corydon School will have a display at River Heights Library- If anyone has school display suggestions please contact Joan- It was suggested that a follow-up letter be sent to the Language Arts Consultants <i>LAC Membership / LAC Engagement</i> <ul style="list-style-type: none">- There are vacancies on all LACs- Encouraged Library Board members to use Manager's report at LAC meetings to engage them in discussions- If anyone is interested in joining a LAC please direct them to e-mail wpllibraryboard@winnipeg.ca or call 204-986-8028 <i>Materials for LAC events</i> <ul style="list-style-type: none">- There is a kit with library promotional materials for LACs to use at events- To book, LAC members can contact Administrative Assistant directly to make arrangements- If anyone has suggestions on any other materials that the Library Board should purchase please contact Joan <i>Reports from/Queries to Councillor Reps</i> <ul style="list-style-type: none">- Joan thanked Councillors for their attendance and feedback- Councillors have indicated that they will advocate/support funding for the Library Board / Winnipeg Public Library <i>Board Member Engagement</i> <ul style="list-style-type: none">- Board members are encouraged to participate actively during Board meetings with ideas, concerns and questions- It is a chance to provide feedback to Library Services <i>Letter to Minister of Tourism, Culture, Heritage, Sport and Consumer Protection</i> <ul style="list-style-type: none">- Discussed letter written to Minister Lemieux	<ul style="list-style-type: none">- Board reps on LACs to let notify citizen members about kit and process

Item	Description	Action
Treasurer's Report	- Resignation of Robert (Bob) Foster as a Library Board member has been received	
MOTION	That Pamela Zorn be appointed as interim-Treasurer 1 st : Joan Blakley 2 nd : Councillor Allard	CARRIED
Library History Book Project	- No update on dust jacket received - Final edits to book are in progress - Tentative launch event in Spring 2016	
Public Library Services Branch	<i>No report</i>	
Books2Eat	- Diana provided a brief history of event - Save the date: Saturday, April 16, 2016 at Millennium Library - Chrissy Troy will be host - 6 events are being planned for the day - 2 Teaser Events planned <ul style="list-style-type: none"> o Feb 16 at Louis Riel Library o March 22 at Westwood 	
Library Advisory Committees <i>LAC Reps</i>	- All LAC appointments have been made to date - Contact lists will be updated and circulated by Admin Assistant - Board appointments are scheduled to be completed at the end of January 2016 and Admin Assistant will invite new members to February meeting - Reminder that LAC minutes will be posted on the website and that a template will be provided to the LACs for use	
	Assiniboia – no report	
	City Centre – no report	
	East Kildonan-Transcona – no report	
	Lord-Selkirk-West Kildonan – no report	
	Riel – no report	
Other Business	<i>Board/LAC Orientation</i> - March 5, 2016 – Board/LAC Orientation - Details will be made available in the next couple of weeks <i>Library Foundation Q4 report</i> - Q4 payment for 2015 has been released - Report was circulated prior to meeting	
MOTION	<i>That the 2015 Q4 Library Foundation report be accepted</i> 1 st : Diana Szymanski 2 nd : Alison McCullough-Butchart	

7. Date and Location of Next meeting

Monday, February 1, 2016 at 5:00 p.m.
Millennium Library – Buchwald Room

Guests: Debbie Bell, Administrative Coordinator of Information and Technology Systems

8. Adjournment

Motion

That the meeting be adjourned at 7:15 p.m.

1st: Bonni Book

2nd: Alison McCullough-Butchart

Appendix A

Guest Speaker Highlights January 4, 2016

- The Winnipeg Public Library Board (WPLB) welcomed Rick Watkins, Branch Head of Cornish library
- Career
 - o Started with Winnipeg Public Library (WPL) at Fort Garry Library in 1976 and has worked at various branches throughout career
 - o In 1993, Rick was promoted to Branch Head of Cornish Library
 - o In addition to branch duties, Rick is involved in various shelving projects such as moving shelving from the Local History Room from the 3rd floor to the 4th floor at Millennium Library
- Branch Information
 - o Cornish Library is known as a [Carnegie Library](#) which opened in June 15, 1915
 - o The branch celebrated its 100th anniversary on June 15, 2015 and included:
 - Ron Robinson dressing like Andrew Carnegie
 - Speeches from Mayor Bowman and other dignitaries
 - Presentation of plaque from the Manitoba Historical Society
 - A special limited edition library card was made available which is very popular with the customers
 - o In 2016, the branch (along with St. John's Library) will undergo a building renovation to increase accessibility and upgrade some of the amenities
- One of the well-attended programs is the drop-in family story time
- Recently received a self-checkout machine which is primarily used for customers picking up books on hold or if there are line-ups at the desk
- In 2014 – 110,285 items were checked out and 119,149 items were checked in
- As of 2014 the branch collection has approximately 29,405 items which range from adult, children, A/V, French and misc. materials

For more information about Cornish Library please visit:
<http://wpl.winnipeg.ca/library/branchpages/branch.aspx?cnsh>



LEFT: Cornish Library's Rick Watkins and Karen Lesiuk with "Andrew Carnegie" (Ron Robinson)

Appendix B Winnipeg Public Library Board Meeting

Manager's Report January 4, 2016

1. Library Facility Updates

- a) **St. Vital Library** – Elevator work complete. Waiting for Inspection from Provincial Department of Labour. Trying to hold launch event on January 8, 2016. Dependent on permits being in place.

We will notify the Board if an event is going to occur so you can attend if available.

- b) **Windsor Park Library** – The final IDP is scheduled for Jan 5th to review current state of plans and prepare for construction tender. The new library will also house a new piece of public art courtesy of the Winnipeg Arts Council. An RFP closed in December and a selection committee is meeting all day January 6 to try and create a shortlist from the large number of submissions that have been received.

- c) **River Heights Library** – RFP for Grant Park Campus Plan and Feasibility Study that may include a new River Heights Library has been posted and will close in mid-January.

Public engagement will be part of process and Board and local LAC members will be invited to attend and participate in the discussions.

2. Educational Institute (EI) Programs

Through the partnership program administered by the Ontario Library Association, and with the support of the provincial library associations in Canada, the Educational Institute offers monthly a large number of webinars on a wide range of library topics. We are now purchasing the entire compliment of webinars annually and will make available to staff at the time they are held or through the archive available.

We will send the Board the monthly listing of sessions and you can let us know if you want to sit in on the sessions live (usually held in our training room on 4th floor) or have access to an archived session (We may have to figure out a way to get you access to the archives).

3. Mobile Senior's Library Service Changes

As part of the Library's efforts to implement the goals and actions outlined in the Library Strategic Plan 2015-2020, one of the areas of service we are looking to make changes in the mobile senior's service. Outreach Services has reviewed the comments from the public during the Strategic Planning process, consulted with other library systems on how they handle this service, spoken with each of the seniors locations we serve, reviewed the circulation and usage statistics, and have recommended eliminating this service to the 17 locations we currently serve so that we can provide more effective service to seniors in other ways.

Mobile senior service is a unique WPL service that is not found in any other library system in Canada. The program was originally developed to target low mobility residents, but all sites have customers who are mobile, including those who use branch libraries and own cars. Some sites have shuttle buses available for residents to access community resources. Some sites have computers for residents to use, and/or free WiFi in common areas; and some sites have an in-house library for residents to use.

As a result, this is not an efficient service and needs to be replaced with more effective services that will serve a larger portion of the senior population. Outreach Services has now created a schedule of withdrawal from all 17 sites of the Mobile Senior Service and the process will take approximately three months at each location to allow for staff to educate current users and transition to other services. Anticipated completed withdrawal of service: June, 2016.

Some seniors will qualify for, and be transferred to our homebound services. The Library will work with recreation coordinators at various locations to access Book Club Kits and Corporate cards so they can borrow material for their own programming. We will also work with seniors homes to offer library programs on how to use the technology available to access collections through our website and its online resources.

Outreach Services will also be making other changes in the types of services they are offering, and I will provide more details for the Board on each of them at upcoming meetings.

Let me know if you have any questions about the changes we are planning.

4. New Administrative Coordinator of Central Library Services Appointed

With the retirement of Gail Doherty in December 2015, the library posted a bulletin for this position. The successful applicant is Theresa Lomas, current Administrative Coordinator of Information and Virtual Services. Theresa brings almost 30 years of library experience to the position having worked in progressively more responsible positions at the branch, support services and administrative level. We are now in the process of filling her position. A bulletin has been posted and closed. Interviews are being scheduled. We hope to have a person selected and in place within the next few weeks.

6. Waverly West Campus Plan

Recently there have been a few articles in the media about the development of a multi-purpose complex in the Waverley West area to support the recreation, educational and library needs of this growing community. The Library has long term plans, and has requested funding in the capital budget, for a library to be included as part of this development. Currently, the Pembina Trail Library is being used by the Waverley West residents but demand is outgrowing the ability to service this number of users. There is preliminary discussion about the possibility of a joint high school/public library partnership for this new service. This proposed library has been on the books for many years and first was considered as part of the secondary plan that was created for the Waverley West area.

Library Board members at the time attended and spoke to the needs for a library in the area as part of the public consultation process.

7. Safety Audit at Millennium, Charleswood and West End Library

In late December the Library worked with Safe Work Manitoba and City of Winnipeg Safety Department on a health and safety audit pilot in library services at three locations. The pilot audit was intended to help test the audit tool and help with establishing a standardized process for certifying workplaces in the City of Winnipeg. The health and safety of our staff and public in libraries is very important to our operation and this process will help ensure there is an effective tool in place for assessing the safety of our workplaces in the City of Winnipeg.

We are now awaiting the audit results and I will provide the Board with an update at a future meeting.

8. Light Therapy Lamp Project

The Library is working with Councillor Scott Gillingham and Mood Disorder Association of Manitoba on an initiative to place light therapy lamps in Millennium and St. James as a pilot in January before more comprehensive roll out. This initiative is a community based initiative to help individuals dealing with Seasonal Affective Disorder.

We are just confirming a date for the launch and will let Board members know in case you are available to attend.

9. Silent Book Exhibit

The Library is working with IBBY (International Board on Books for Young People) Canada and IBBY Italia to bring an exhibit of Silent Books to Winnipeg in February 2016. This exhibit is sponsored by IBBY Italia, IBBY International and Palazzo delle Eposizioni-Palaexpo (Rome). Locally it is being coordinated by IBBY Canada and the Dante Alighieri Cultural Society Inc. of Winnipeg. The exhibit is called Silent Books. From the world to Lampedusa and Back and is being shared across the world in support of establishing a children's library in Lampedusa, an Italian island in the middle of the Mediterranean Sea. This island is the home of thousands of children and teens migrants that arrive there every year from Africa and the Middle East. The exhibit showcases renowned wordless picture books from around the world. Silent Books are wordless books that can be shared and stories created in the language of the person reading them. IBBY Italia has gathered wordless books from over 23 countries.

In addition to hosting the exhibit, the library will be developing special programming to go with the exhibit that will involve local children and IBBY Canada. The exhibition will be located in the Children's Services area of the Millennium Library. The Library and IBBY Canada will also be holding a special launch for the exhibit. The tentative date is February 9 in the evening.

Invitations will be sent out to Board members to attend if available.

See attached link for more information - http://www.bookcentre.ca/news/ibby_silent_books_exhibit

10. Concerns/Suggestions/Comments?

I would value hearing from all Board members as part of my Manager's report if there are any concerns you have about any of our services/programs/collections/staffing/etc.

Also, if you have suggestions for improving or changing anything we do; and any comments in general about library services from your use and observation of our services.