

Winnipeg Public Library Board Meeting
Monday, August 8, 2016 at 5:00 p.m.
 Millennium Library – 251 Donald Street (Buchwald Room)

Minutes

	Present	Regret	Absent		Present	Regret	Absent
Joan Blakley (<i>Chair</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Councillor Schreyer	<input type="checkbox"/>	<input checked="" 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"/>
Pamela Zorn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	David Kemp	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aengus Bridgman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Diana Szymanski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alison McCullough-Butchart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gurdeep Chahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Monique Ireland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Allard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**** Changes in Committee Membership ****

The committee would like to welcome Ed Cuddy as the new Manager of Library Services.

The committee thanks Rick Walker for his work and wishes him well in his retirement and future endeavours.

Effective August 31, 2016, Aengus Bridgman will resign as a citizen member to pursue new opportunities. The committee thanks Aengus Bridgman for his work on the Library Board and wishes him well in his future endeavours.

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:08 p.m.

2. Agenda

Motion

That the agenda be approved as distributed with the following changes

Carried

- **Add-on:** Anne Frank Exhibit (Other Business)

1st: Councillor Allard

2nd: Alison McCullough-Butchart

3. Approval of June 6, 2016, 2016 Meeting Minutes

Motion

That the minutes from the May 2, 2016 meeting be approved as distributed

Carried

1st: Bonni Book

2nd: Diana Szymanski

4. Manager's Report

See Appendix A for report

5. Reports

Item	Description	Action
Chair's Report <i>Joan Blakley</i>	<i>Reminders</i> <ul style="list-style-type: none">- Due to the September long weekend, the next Library Board meeting is scheduled for Monday, September 12, 2016 <i>Outreach Opportunities</i> <ul style="list-style-type: none">- See below for motions <i>Annual Grant Application 2017</i> <ul style="list-style-type: none">- Distributed draft budget and application for 2017 operating grant- Suggestion revisions to budget received- It was recommended that the Library Board vote electronically to approve revised draft budget in order to meet application deadline <i>Elimination of Fines on Children's and Young Adult Library Materials</i> <ul style="list-style-type: none">- Refer to Manager's Report <i>Draft 2017 schedule</i> <ul style="list-style-type: none">- See below for motion	<ul style="list-style-type: none">- Joan/Pam to revise budget based on feedback received- Annabel submit application and budget to City Clerk's prior to deadline

Motions

That the Library Board accept and approve the 2017 meeting schedule as distributed

1st: Councillor Allard

2nd: Monique Ireland

That the Library Board approve to fund the following proposed outreach projects for 2016/2017:

- a) A Winnipeg Public Library sign-up campaign in schools targeting kindergarten students. The costs would include library cards, promotional materials, gift book for classroom teacher who participate, performer at branch, and other supplies.
Requested funding: \$10,000
- b) Assist Winnipeg Public Library to continue to develop close ties with Winnipeg's literary community to share the work of writers and illustrators through programming and mentorship. The costs would include Author honorariums, promotional materials, program related supplies
Requested funding: \$10,000

1st: Joan Blakley

2nd: Alison McCullough-Butchart

Item	Description	Action
Motions <i>Continued</i>	<i>That the Library Board approve in addition to the two (2) approved outreach projects previously discussed, to fund the following:</i>	
	1. Winnipeg Public Library to purchase 10-15 loanable DAISY book devices so that people with print disabilities can access audio formats. Requested funding: \$10,000	
	<i>1st: Joan Blakley</i>	<i>2nd: Monique Ireland</i>
Vice-Chair's Report <i>Orest Kinasevych</i>	<i>Succession Planning</i>	<ul style="list-style-type: none"> - Any Board member interested in joining the reviewing application committee and/or Executive Board please let Joan or Orest know - Any Board member who has any additional ideas please let Orest know - Any Board member interested in attending the MLTA AGM contact Joan
	Tabled <i>MLTA Update</i> - No report - AGM is coming up	
Treasurer's Report <i>Pamela Zorn</i>	<i>No report</i>	
Library History Book Project <i>Joan Blakley</i>	<ul style="list-style-type: none"> - Author has not been responsive to any sent communications after June 13, 2016 - Only the first and second chapter images have been received - After consultation with Materials Management, it was suggested that a new sole-source contract to hire a photo researcher be created in the amount of \$4,500 to locate images for chapters 3-5 and ensure that appropriate copyright permissions are obtained 	
By-law Review Committee <i>Pamela Zorn</i>	Tabled	
Public Library Services Branch	<i>No report</i>	
Library Advisory Committee Updates	<i>Assiniboia LAC</i> <ul style="list-style-type: none"> - Met on June 9, 2016 - New citizen member appointed - Planning offsite events 	
<i>LAC reps</i>	<i>City Centre LAC</i> <ul style="list-style-type: none"> - Planning 2 offsite events in September (Sherbrook Street Festival and booth at Polo Park mall) 	

Item	Description	Action
Library Advisory Committee Updates <i>Continued</i>	<p><i>East Kildonan-Transcona</i></p> <ul style="list-style-type: none"> - No meeting has been scheduled to date - Some members attended Happy Days on Henderson with branch staff and helped with table / activity stations <p><i>Lord Selkirk – West Kildonan LAC</i></p> <ul style="list-style-type: none"> - New citizen member has been appointed - Next meeting scheduled for September 8, 2016 <p><i>Riel LAC</i></p> <ul style="list-style-type: none"> - No meeting has been scheduled to date - 1 citizen member has resigned <p><i>Books2Eat Teasers</i></p> <ul style="list-style-type: none"> - Discussed engaging LACs in Books2Eat teaser events along with cook book clubs at the branches to help promote event <p>Reminder to Library Board and LAC members that if proof of insurance and/or event kit is required for offsite event that requests must be received at least 3 weeks in advance by the Administrative Assistant</p>	

6. Other Business

Item	Description	Action
Newsletter Distribution <i>Joan Blakley</i>	<ul style="list-style-type: none"> - Map showing pick-up locations was distributed and discussed - Library Board members are asked to consider other locations that newsletters can be picked up - LAC Board reps are asked to discuss with their respective LACs to consider other locations that newsletters can be distributed - Anyone interested can provide the following information to the Administrative Assistant <ul style="list-style-type: none"> o Commitment to take newsletters o Direct contact person (name, company name, e-mail and phone number) o Location(s) address o How many copies requesting on a bi-monthly basis 	
Anne Frank Exhibit <i>Joan Blakley</i>	<ul style="list-style-type: none"> - Friendly reminder that the exhibit will be up until September 2, 2016 and then will move to its new location - Board members and anyone who is interesting are encouraged to take a guided or self-guided tour of the exhibit 	

7. New Business

None

8. Date and Location of Next meeting

Monday, September 12, 2016 at 5:00 p.m.
Munroe Library – 489 London Street

Guests: Randy Plant, Branch Head

9. Adjournment

The meeting adjourned at 6:33 p.m.

1st: Bonni Book

2nd: Orest Kinasevych

Appendix A Winnipeg Public Library Board Meeting

Manager's Report August 8, 2016

1. Facilities Update

a. Windsor Park Library

We had a successful sod turning event on July 11. Thank you to Gurdeep and Monique for attending. Construction is now underway with the library anticipated to be completed by late summer 2017.

b. Transcona Library

We are working with the architect to complete detailed design this fall. A tender for a contractor is anticipated to be put out in the winter with construction starting in spring 2017. We are planning an Open House to show revised designs on September 22, 2016 from 5-8 p.m. at the Transcona Library.

All Board members are invited to attend. If any Board or EK/TR LAC member would like to assist, please contact Ed Cuddy.

c. Fort Garry Library

Work continues on completion of the new ramp. All landscaping has been completed.

d. River Heights Library

There have been a couple meetings between the Steering Committee and the Feasibility Study Consultants.

The Board and local LAC will be contacted about participating in a survey sometime in the next few weeks.

e. St. Vital Library

Detailed design on the renovations is almost complete. The plans have been approved in principle by the Historical Building Committee. We are planning an Open House on September 13, 2016 from 5-8 p.m. at the St. Vital Library.

All Board members are invited to attend. If any Board or Riel LAC member would like to assist, please contact Ed Cuddy.

f. Cornish & St. John's Library

We are working through the final detailed design work. A tender for a contractor should occur over the winter with construction starting in the spring.

2. Elimination of Fines on Children's and Young Adult Materials

The report was to be heard at the July 11 Standing Committee meeting but was referred back for further review and a 60 day extension was granted.

We will ensure that the Chair of the Board is made aware when the report will be on the Standing Committee agenda so they can again attend in delegation.

3. Questions, Suggestions, Concerns?

Do you have any questions regarding what we are doing in libraries? Services we provide, collections we build, programs we offer?

Do you have any suggestions on how we can improve service, collections, and programs?

Do you have any concerns about what the library is currently doing/not doing?