

Winnipeg Public Library Board Meeting
Monday, November 7, 2016 at 5:00 p.m.
 St. Boniface Library – 2nd floor 100-131 Provencher Boulevard

Minutes

	Present	Regret	Absent		Present	Regret	Absent
Joan Blakley (<i>Chair</i>)	<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"/>
Alison McCullough-Butchart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diana Szymanski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monique Ireland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Allard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:01 p.m.

2. Guest

See Appendix A for presentation highlights

3. Approval of Agenda and of the September 12, 2016, 2016 Meeting Minutes

See Appendix C for motions

- In accordance with Article 11 section 11(2) of Winnipeg Public Library Board Regulations and Procedures due to the lack of quorum, no minutes are available for the October 3, 2016 meeting
- Partial attendance will be recorded on the quarterly attendance report for Monique Ireland and Bonni Book

4. Manager's Report

See Appendix B for report

5. Reports

Item	Description	Action
Chair's Report Joan Blakley	<p><i>Housekeeping</i></p> <ul style="list-style-type: none"> - Circulated Library Book Donation from Diana Szymanski - Library Board & LAC recruitment advertisement has been placed in the following: <ul style="list-style-type: none"> o Winnipeg Free Press o Five (5) community newspapers o Linked-In o Applications due November 18, 2016 - Reminder given that all Library Board and LAC expense claims for reimbursement are to be received before or on December 5, 2016 by the Assistant <p><i>December Dinner</i></p> <ul style="list-style-type: none"> - Annual wrap-up dinner will be held at Boston Pizza (City Place) - Assistant will send e-mail out asking for RSVP <p><i>Readers' Salon</i></p> <ul style="list-style-type: none"> - Library Board members are encouraged to sign-up and promote the WPL Readers' Salon - There are event announcements and book recommendations - For more information or to sign-up please visit https://winnipegpublibrary.wordpress.com/ 	
Vice-Chair's Report Alison McCullough-Butchart	<ul style="list-style-type: none"> - Library Board members are reminded to fill out the survey and submit back to Alison ASAP 	
Treasurer's Report Pamela Zorn	<p><i>No report</i></p>	
Library History Book Project Joan Blakley	<ul style="list-style-type: none"> - Trying to finalize text and images - Follow-up meetings have been scheduled 	
By-law Review Committee Pamela Zorn	<ul style="list-style-type: none"> - Contacted Councillor Allard and awaiting a response re: meeting request 	
Books2Eat Monique Ireland	<ul style="list-style-type: none"> - Teaser events are being planned for February and March - Will need volunteers to be part of the committee and to work the day 	
Public Library Services Branch Trevor Surgenor	<ul style="list-style-type: none"> - Reviewed and discussed interlibrary loan system <ul style="list-style-type: none"> o Rural libraries rely on the system o Book rate resource sharing assists with shipping costs o Not all books can be loaned to other systems when requested due to rarity or condition of book - October 31, 2016 was the grant deadline for all libraries to submit their requests 	

Item	Description	Action
Public Library Services Branch <i>Continued</i>	<ul style="list-style-type: none"> - In November 2016 rural libraries will be submitting requests for tech grants (co-op projects) - Northern libraries continue to be visited by PLS staff to obtain their perspective, gather information, develop strategies and receive proposals on how to service areas - PLS hosted a PD meeting at Argyle Public Library <ul style="list-style-type: none"> o Great opportunity for APL staff to network with other rural libraries - PLS is encouraging more rural libraries to support each other and get more support from their respective municipalities - The Province and rural libraries are sharing costs for e-Resources 	

Library Advisory Committee Updates

Assiniboia LAC

- Met on October 24, 2016
- Looking to schedule an offsite event in 2017

LAC reps

City Centre LAC

- Members visited Jake Epp Public Library in Steinbach, Manitoba
- Meeting scheduled for December 1, 2016

East Kildonan-Transcona

- Met on October 24, 2016
- \$25 gift card was given to the Transcona Library's November 21, 2016 Board game event
- LAC worked with WPL in a "new card month event" where people who signed up for a new membership were eligible to enter a prize
- LAC may assist in an event with Henderson Library on December 3, 2016
- The LAC has been engaged and members are working well with the 3 branches in the area to develop relationships and help promote WPL

Lord Selkirk – West Kildonan LAC

- No meeting has been schedule due to lack of membership
- Looking to support the library by attending their events and helping out rather than planning an outreach event due to the small size of group

Riel LAC

- Meeting has been scheduled in 2 weeks
- Will be asking about LAC assisting with a Books2Eat teaser event

6. Other Business

Item	Description	Action
Booksmates <i>Monique Ireland</i>	<ul style="list-style-type: none"> - Monique attended on behalf of the Library Board - Written and verbal report received 	

Item	Description	Action
Little Free Libraries <i>Joan Blakley</i>	- It was suggested that a spring tour of the Little Free Libraries should be planned	

7. New Business

None

8. Date and Location of Next meeting

Monday, December 5, 2016 at 5:00 p.m.
Millennium Library (Buchwald Room) – 251 Donald Street

Guests: Carolyn Minor, Section Head of Special Services

9. Adjournment

The meeting adjourned at 6:48 p.m.

1st: Bonni Book

2nd: Pamela Zorn

Appendix A

Guest Speaker Highlights November 7, 2016

- The Winnipeg Public Library board welcomed Danielle Robidoux, Branch Head of St. Boniface Library
- Career Highlights
 - o Hired in 2006 as a part-time Library Service Assistant in the Children's section of St. Boniface Library
 - o Became Branch Head in December 2015
- Branch Information
 - o St. Boniface Library operates as the French Central Service for Winnipeg Public Library
 - o All employees must be bilingual
 - o Computer stations, study tables and 2 meeting rooms are well used especially on the weekends
 - o When the smaller room are not being rented, they are turned into quiet study spaces free of charge
 - o Looking to purchase more study tables and install more electrical outlets in response to customer comments
- Collections
 - o Maintains the French collection for the enter Winnipeg Public Library System
 - Responsible to circulate French deposits to other branches on a yearly basis
 - End of year goal is to have 10 branches with a permanent French Juvenile and Young Adult collection
 - o 75 % French and 25% English materials in the branch
 - o There are approximately 70,000 items in the collection
 - o French children's collection continues to be popular amongst customers and account for about 34% of total checkouts
 - o Working towards making collections more current, attractive and accessible
 - o Older or poor condition materials are being weeded out
 - o Paperbacks are starting to be interfiled within the collection
- Programs
 - o Only branch that offers services and programs in French
 - o Welcome many schools for class visits or library tours
 - o Looking to make more contacts within the French community
 - o Branch staff are participating more in events outside the branch – some events included:
 - Grouille ou rouille "Move or Rust" – annual event that promotes healthy living amongst people aged 55+
 - Provided French tours for the Anne Frank Exhibit at Millennium
 - Taking the book bike into the community
 - Saint-Boniface University student events
 - Nuit Blanche event – over 230 stopped by the location and featured a bilingual story time and shadow puppet show told by Métis storytellers
 - o Some in branch programming include but not limited to
 - Adult: "getting around for older adults", genealogy, wills & estates, first time homebuyers, computer training, eBook one-on-one appoints, drop-in bilingual craft session and French book club
 - Children (only offered in French): family story-time, story time for daycares, baby rhyme time
 - Other: various tween programs, hosted a Festival du Voyageur themed family day, Take Your Child to the Library day
 - Future: looking to develop a French conversational group

For more information about St. Boniface Library please visit

<http://wpl.winnipeg.ca/library/branchpages/branch.aspx?sbon>

Appendix B

Manager's Report November 7, 2016

1. Facilities Update

a. Windsor Park Library

The building foundation is complete. Work on delivering and installing concrete floor panels and walls will start shortly. Estimated opening target is still summer/fall 2017.

b. Transcona Library

To follow up on the September 21 public open house event, we received 26 comments on various topics including building exterior and interior design, parking, location, and specific service areas. We received over 70% of the comments from the open house and 30% through the website. In general, the public response to the new Transcona Library design was positive with all but one customer (who did not fill out a form) in favour of the new roof design.

c. Fort Garry Library Exterior Renovation

No change in status.

d. River Heights Library

The Grant Park Campus Plan consultants have held two stakeholder consultations to date: a library-specific meeting with members of the Board, Foundation, Friends and others on October 11th, and a broad campus plan meeting with a larger group of stakeholders on October 20th. The consultant is now planning another library-specific meeting in about 2 weeks. This session will address the background of the plan to replace River Heights Library and will provide WPL stakeholders such as the Board, Foundation and LAC with an opportunity for additional questions and discussion.

e. St. Vital Library

The consultant architects are completing the detail designs for the project. We anticipate the construction phase to start up early in 2017.

f. Cornish & St. John's Library

No change in status. We anticipate issuing the construction tender over the winter with work starting in spring 2017.

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

No update – the report was referred to 2017 Budget Process.

3. Councillor Appointment to the Library Board

- Councillor Allard was appointed for another term as the Councillor-at-Large
- The Councillor representative for the Standing Policy Committee on Protection, Community Service and Parks appointment is still pending and will be voted on at the November 9, Executive Policy Committee Meeting
- Councillor Mike Pagtakhan has retained his appointment as Chair of the Standing Committee on Protection, Community Services and Parks.

4. Little Free Libraries (LFL) Build Days

The Little Free Library Build Day held on October 14 & October 15 was a great success, thanks to the efforts of our Administrative Coordinator of Outreach Services and Marketing, Kathleen Williams, and the help of volunteers, including **WPL Board Chair, Joan Blakley!**

5. Book Fest

As mentioned in the previous Library Manager's report, WPL, in partnership with the Association of Manitoba Book Publishers, is holding a BookFest on Saturday, November 19 at Millennium Library (2nd floor).

We encourage all Board members to attend this event if your schedule allows.

6. Animal Services Calendars

For the second consecutive year, WPL is selling (2017) Animal Services Calendars at several branches, including Millennium (Main floor circulation area), Henderson, Fort Garry, West Kildonan, Louis Riel and St. Vital. The calendars are \$10 and proceeds support the Animal Services Agency Adoption and Education Programs!

7. 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?

Appendix C

Motions November 7, 2016

Meeting motions

MOTION	1ST	2ND	DISPOSITION
That the agenda be approved as distributed	Monique Ireland	David Kemp	Carried

Electronic Motions

The following motions were sent to the Library Board members on October 4, 2016

Motions moved by Joan Blakley, Chair

MOTION	DISPOSITION
That the minutes from the September 12, 2016 meeting be approved as distributed	Carried
That the third quarter report from the Winnipeg Library Foundation be accepted and approved as distributed; and that the third quarter payment in the amount of \$5,000 be released	Carried
That the third quarter Treasurer's report be accepted as distributed	Carried