

Winnipeg Public Library Board Meeting

Tuesday, June 6, 2017 at 5:00 p.m.
Fort Garry Library – 1360 Pembina Highway

Minutes

	Present	Regret	Absent		Present	Regret	Absent
Alison McCullough-Butchart <i>(Chair)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Kemp	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Zorn	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brenda Dyck	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joan Blakley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wesley Takeo Konrad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laila Yesmin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Michael Wenezs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Allard	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monique Ireland		<i>On Leave</i>	
Councillor Wyatt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				

Guests: Jane Bridle, Branch Head of Fort Garry Library
John K. Samson, Writer-in-Resident 2016/2017

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:15 p.m.

2. Guests

See Appendix A for presentation highlights

3. Approval of agenda and of the previous meeting minutes

See Appendix C for motions

4. Manager's Report

See Appendix B for report

5. Reports

Item	Description	Action
Chair's Report <i>Alison McCullough-Butchart</i>	<i>Writer-in-Residence</i> - 2016/2017 final report received - Gordon Crook has been selected as the Library Board rep for the 2017/2018 selection committee	
	<i>Winnipeg Library Foundation</i> - Q1 report received	
	<i>See appendix C for report approval motions</i>	

Item	Description	Action
Treasurer's Report <i>Pamela Zorn</i>	<i>No update</i>	
By-law Review Committee <i>Pamela Zorn</i>	<p><i>Update</i></p> <ul style="list-style-type: none"> - Met with Councillor Wyatt and Councillor Allard to discuss possible by-law revisions - Primary focus on how to improve the efficiency and role of the Library Advisory Committees (LAC) - Councillor Wyatt suggested that the Board enhance LAC engagement by inviting them to Library Board meetings to provide their reports and that the Board survey the LACs for feedback and suggestions on increasing their effectiveness - The Executive Committee had considered the suggestion and have decided the following: <ul style="list-style-type: none"> • To ask the LAC Chairs to sign up to attend at least one of the remaining meetings of the year and present a LAC update • That the Board representatives should start a discussion with their respective LACs about increasing their effectiveness • That the Board revisit the issue at a later date after the LACs have an opportunity to provide input to review the information and look at the next steps in improving the role of the LACs <p><i>Library Advisory Committee Engagement</i></p> <ul style="list-style-type: none"> - Board member inquired about the "LAC Chairs" group <ul style="list-style-type: none"> o Past-Chair stated that it was a group that was created to better engage the LACs and to collaborate with one another o However, due to time commitments and competing priorities the Past-Chair was unable to continue on and it was not discussed with another Board member to continue with group 	<ul style="list-style-type: none"> - Alison to draft message to LAC Chairs inviting them to sign-up to attend a future Library Board meeting and provide update
Brochure Update <i>Michael Wenez</i>	<ul style="list-style-type: none"> - Draft brochure was circulated prior to the meeting - Board members have 2 weeks to review and provide feedback - Discussed possibly making an electronic version for website - Library Services has agreed to post on the website after updates are complete 	
Library History Book Project <i>Joan Blakley</i>	<ul style="list-style-type: none"> - Updated manuscript has been received - Editing and finalization of images continues - Targeting for a fall, 2017 launch 	
Library Advisory Committee Updates <i>LAC reps</i>	<p><i>Assiniboia LAC</i></p> <ul style="list-style-type: none"> - Next meeting September 11, 2017 - New LAC member has agreed to be the LAC rep on the 2018 Books2Eat committee <p><i>City Centre LAC</i></p> <ul style="list-style-type: none"> - Looking in assisting with some library programs - Preparing to attending the Sherbrook Street Festival on September 9, 2017 	

Item	Description	Action
	<p><i>East Kildonan-Transcona</i></p> <ul style="list-style-type: none"> - Meeting held on May 6, 2017 - Discussed some programming ideas at meeting 	
	<p><i>Lord Selkirk – West Kildonan LAC</i></p> <ul style="list-style-type: none"> - Meeting scheduled for June 29, 2017 	
	<p><i>Riel LAC</i></p> <ul style="list-style-type: none"> - Meeting on June 5, 2017 - Next meeting to be scheduled 	

6. Other Business

Item	Description	Action
Newsletter Discussion	<p>Q: Are newsletters available at other locations besides WPL, specifically in community centres?</p> <p>A: Yes. WPL maintains a database that tracks all newsletter pick-up locations. Board members can either refer a person of an organization to contact WPL in setting them up as a pick-up location or Board members can decide to sign-up to pick up newsletters and distribute to their communities. For more information, Board members are encouraged to contact Annabel Perez.</p>	

7. New Business

None

8. Date and Location of Next meeting

Tuesday, August 1, 2017 at 5:00 p.m.
 St. Boniface Library
 100-131 Provencher Boulevard

9. Adjournment

The meeting adjourned at 7:11 p.m.

1st: Alison McCullough-Butchart

2nd: Michael Wenez

Appendix A

Guest Speakers Highlights June 6, 2017

[Jane Bridle, Branch Head]

- The Winnipeg Public Library Board welcomes Jane Bridle, Branch Head for Fort Garry Library
- Career Highlights
 - o Has worked at the branch for more than 10 years
 - o Previously has worked at the Henderson, Cornish, Osborne branches and Millennium Library – Children/Teen section
 - o Also worked as a Law Librarian for Taylor McCaffrey
 - o Was the City Centre LAC Library Liaison from 2012-2015
 - o Interests include volunteering for the Manitoba Prison Library Committee and being a steward for the Little Red Library
- Branch Information
 - o Branch was designed by George A. Stewart in 1960 and constructed in 1967
 - o Interior of the building is built to have fluid and open arrangement of spaces which highlights the double-height main room and the heavy laminated wood beams
 - An extensive interior renovation was undertaken to bring the 1960's branch to 21st standards and was completed in February 2014
 - o To facilitate an initiative for increased community collaboration, an art hanging system was installed
 - Currently Fort Garry United Church is displaying works from participants in the Life and Art Sharing Circle
 - Vincent Massey students will be displaying work in summer, 2017 and Fort Garry Palette Club will have works displayed in September 2017
 - o Exterior building is built out of buff brick-clad with slender clerestory windows and a canopy-covered entry
 - In 2016, the wheelchair ramp and railings were brought up to code
 - An illuminated sign was installed on Pembina Highway to increase the presence of the branch
 - The landscape features architectural shards from significant Winnipeg buildings
 - A brochure, poster and presentation by Murray Peters, City's architectural historian is in progress to explain these shards
 - A reading garden is located beside the library and is enjoyed by families and students
 - o At the front of the building there is a Winnipeg Architecture Association decal which has a QR code to indicate the significance of the building
 - The decals have been put onto selected buildings with significant architectural projects and designed landscapes throughout Winnipeg
 - The QR code tour is a public education project that provides immediate and accessible information about Winnipeg's building environment via mobile device
- Circulation and Collections (2016)
 - o Items circulated = 210,901 (45% were Juvenile items)
 - o Collection size = 42,102
 - o Items added = 6,770
 - o Items withdrawn = 9,701
- Programming
 - o In 2015, 687 children signed up for the TD Summer Reading Program and saw an increase in 2016 with 957 registrations
 - o The branch has a Youth Advisory Council (YAC) which meet regularly and participate in preparing displays for the branch or participating in programs such as the Board's Books2Eat annual event
 - o The branch offers different types of programs for children, teens, families and adults
 - o The branch has book clubs for customers to join, English Conversational Circles and EAL tours for students from local programs including MITT and Mosaic
- Staff participate in various committees such as the Fort Garry Network and Healthy Child Coalition which brings a library perspective to these groups but also helps to educate staff on issues that might be facing the area

[John K. Samson, *Writer-in-Resident (WIR) 2016/2017*]

- The Winnipeg Public Library Board welcomes John K. Samson, WIR 2016/2017
 - o Christine Fellows, WIR2016/2017 sends regrets as she had a prior commitment
- First duo to be selected as WPL WIR
- Has participated in other residencies
- The Winnipeg Public Library WIR program is unique because rather than the residency being offered to just specialized group and institutions, the program is open to the general public
- John and Christine participated in programming such as songwriting workshops
- The residency is very generous in terms of funding and in time as which allows the WIR to also work on their writing while assisting others in the community
- Submissions would be received by e-mail and would make appointments in-person, over the phone or via e-mail
- Every submission was read and feedback was given by both WIR
 - o Initially, thought work would be divided but decided that it would be best to work as a team for every submission
- Expressed that there are some writers they would be interested in working with after the program
- The WIRs 2016/2017 would like to thank Danielle Pilon and her staff for being guides throughout the residency
- The WIRs 2016/2017 thanks Winnipeg Public Library and all its sponsors of the program

For more information about the Fort Garry Library please visit
<http://wpl.winnipeg.ca/library/branchpages/branch.aspx?ftga>

For more information about the TD Summer Reading Program please visit
<http://wpl.winnipeg.ca/library/kidsteens/tdsr/tdsr.asp>

For more information about the Writer-in-Residence program please visit
<http://wpl.winnipeg.ca/library/whats happening/writerinres.aspx>

Appendix B

Manager's Report June 6, 2017

1. Facilities Update

a. **St. Vital Library**

We are awaiting the award of the asbestos remediation contract and the approval of a change order to include this work in the project construction contract. We expect the work to begin this month. The project timeline will be updated at the initial meeting with Canotech, the construction contractor.

b. **Transcona Library**

The project contractor, Boretta Construction, is applying for permits and plans to have site access from Transcona Boulevard ready for the public sod-turning event tentatively scheduled for the last week of June 2017.

Planning Property & Development (PP&D), at Councilor Wyatt's suggestion, has secured the address "1 Transcona Boulevard" for the new library. PP&D has forwarded a schematic of a temporary roadway to exit the library site to Public Works for review. The library team met with the design consultant to review furniture and shelving requirements for the new library on June 5th.

c. **Windsor Park Library**

Construction work continues to progress. The Library team is finalizing the branch furniture and shelving selection with the project design consultant. The project received \$20,000 from the Public Works Pedestrian and Cycling Program to install bike racks, repair kit and cycle shelter on the site.

d. **River Heights Library (Grant Park Campus Plan)**

The Library and Planning Property & Development project team is meeting to work on the next phase of this project to replace the River Heights Library with a new branch on the proposed Grant Park Campus site. The next step is to develop a RFP for the architectural design of the new library. Council adopted the motion to rename the library as the "Bill and Helen Norrie Library" on May 24, 2017.

The public engagement consultant (HTFC) final "What We Heard" report is available for review on the Community Services website here:

http://winnipeg.ca/cms/projects/grant_park/grant_park_rec_campus_report.pdf

e. **Carnegie Library renovations**

St. John's:

The construction bid opportunity is posted and closes on June 7. City asbestos remediation staff are consulting with project team to hire the abatement contractor.

Cornish:

The project team is consulting with the design consultant, PublicCity, on commissioning a hydraulic study on the riverbank behind the library. A soil failure on the riverbank that occurred last week may have some implications for this part of the project.

f. **Millennium Library ideaMILL**

WPL's new makerspace project, the ideaMILL, is scheduled to open in summer/fall 2017. Furniture and equipment is arriving and will be installed over the next few months. Library Services is working with departmental HR to post the ideaMILL positions over the summer.

2. LGBTQ+ Pride at the Library

The Read by Queens events held at Millennium Library on May 20th and at West End on May 31st were a resounding success. The program reached a diverse audience of community members and their families and featured music, performance and fresh takes on classic read aloud stories. Staff, friends and family members also turned out to represent the Library at the Pride Parade on June 4th.

3. TD Summer Reading Program Launch

Registration for the annual TD Summer Reading Club starts Saturday June 17th at all Winnipeg Public Library branches. Children up to age 12 are invited to register at any WPL branch and to pick up their free bilingual reading kit that includes activities and a log to track time spent reading.

Pre-readers can also join the Club by being read to by their parents, siblings or caregivers. For more information on early literacy development, visit [Winnipeg Public Library – Early Literacy](#). The Club runs until Friday, August 18.

An online Teen Summer Reading Club for Grades 7 to 12 is also available. For the Teen Summer Reading Club, visit [Winnipeg Public Library – Booked](#).

Accompanying the Club are free special events and programs all summer long. Check out the July/August issue of [At The Library](#) for over 140 programs and events including movies, crafting, concerts, magic shows and story times. Most programs require registration, and all programs are free.

4. Multilingual Study - Update

Library Services is refining the scope of the study and compiling a list of suitable consultants. I will report back on this at the next Board meeting.

5. Business of War Exhibit

An exhibit entitled “The Business of War: Canadian Businesses and the First World War” is on display on the Millennium Library 4th floor Information Services area until July 31. This display is presented by the Montréal-based organization *The Canadian Centre for the Great War*, and explores the many roles of businesses in Canada during the First World War. The exhibit consists of five information panels as well as a display case of artifacts. This exhibit has been on display throughout Canada and will be moving to North Bay and Halifax after Winnipeg.

6. Motion to rename West End Library

A motion was raised at the May 9th City Centre Community Committee meeting to rename the West End Library in honor of former Councilor Harvey Smith. The motion will be on the Standing Committee on Protection, Community Services and Parks agenda on June 12.

Appendix C

Motions June 6, 2017

Meeting motions

MOTION	1ST	2ND	DISPOSITION
That the agenda be approved as distributed	Joan Blakley	Wesley Takeo Konrad	Carried
That the minutes of May 2, 2017 be approved as distributed	Laila Yesmin	Joan Blakley	Carried
That the Writer-in-Residence final report be accepted as distributed	Brenda Dyck	David Kemp	Carried
That the first quarter report from the Winnipeg Library Foundation be accepted and approved as distributed	Joan Blakley	Gordon Crook	Carried
That the first quarter payment be released to the Winnipeg Library Foundation	Joan Blakley	Gordon Crook	Carried