

Winnipeg Public Library Board Meeting

Tuesday, March 6, 2018 at 5:00 p.m.

River Heights Library – 1520 Corydon Avenue

Minutes

	Present	Regret	Absent		Present	Regret	Absent
David Kemp (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Alison McCullough-Butchart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Wenezs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brenda Dyck	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monique Ireland	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	P. Colleen Suche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Dobson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mario Lebar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Wyatt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sarfraz Chishti	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Guests: Kelsey Middleton, Branch Head

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:05 p.m.

2. Guest

See Appendix A for 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

See Appendix C for motion

5. Reports

Item	Description	Action
Chair's Report <i>David Kemp</i>	<i>Regulations</i> - Draft regulations was distributed prior to meeting - Members are thanked for their feedback - Discussed further changes - Board can revisit document at a later date - See appendix C for motion <i>Multilingual Study</i> - Proposal circulated prior to meeting - See appendix C for motion	

Item	Description	Action
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Committee Vacancies

- A list of committees with vacancies was distributed prior to meeting
- Assistant will send a follow-up e-mail with a deadline for members to submit names if interested to sit on a committee
- Executive Committee will select representatives at their next meeting
- Members who put their name forward will be notified of outcome
- Members are encouraged to submit their names

MLC & CFLA-FCAB Sponsorship Request

- Request letter and information was distributed prior to meeting
- Executive committee recommends to sponsor both the 2018 conference and forum
- See appendix C for motion

Conference Opportunities

- A list of conference opportunities was distributed prior to meeting
- Assistant will send a follow-up e-mail with a deadline for members to submit names if interested to attend a conference
- Executive Committee will delegates
- Members who put their name forward will be notified of outcome
- Members are encouraged to submit their names

Windsor Park Library Grand Opening

- The Executive Committee decided that \$150 will be used to purchase flower arrangements for the grand opening of the branch

Annual Report

- Annual report and financial statements have been submitted to the City Clerk's Department
- Verbal presentation was given by Alison today to the Standing Policy Committee of Protection, Community Services and Parks
- Written and verbal report are required annually for the Board to receive their operating grant

Orientation

- Reminder given that an orientation date has been set for March 10, 2018 and will begin at 10:00 a.m. (doors open at 9:30 a.m.)

<p>Treasurer's Report <i>Michael Wenez</i></p>	<p><i>No update</i></p>
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<p>MLTA Report <i>Monique Ireland</i></p>	<ul style="list-style-type: none"> - Attended meeting on February 21 via conference call - Group is looking for ways to advocate for libraries - Joined one of the committees - Anyone who has newsletter ideas for MLTA, please contact Monique - Next meeting is March 21, 2018
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Item	Description	Action
Library Advisory Committee Updates	<i>Pending Appointments (Board Reps)</i> - Assiniboia – David and Colleen - East Kildonan-Transcona – Mario - Lord Selkirk-West Kildonan – Monique Ireland	
<i>LAC reps</i>	<i>Assiniboia LAC</i> - No update	
	<i>City Centre LAC</i> - No update	
	<i>East Kildonan-Transcona</i> - Meeting scheduled April 16, 2018	
	<i>Lord Selkirk – West Kildonan</i> - No update	
	<i>Riel</i> - Next meeting will be on March 12	

6. Other Business

- Final version of brochure circulated; an accessible version will be posted online and Assistant will arrange for print versions

7. New Business

None

8. Date and Location of Next meeting

Tuesday, April 3, 2018 at 5:00 p.m.
 Millennium Library
 2nd floor - 251 Donald Street (Buchwald Room)

9. Adjournment

The meeting adjourned 6:35 p.m.

1st: Monique Ireland 2nd: Michael Wenezs

Appendix A

Guest Speaker Highlights March 6, 2018

- The Winnipeg Public Library Board welcomes Kelsey Middleton, Branch Head of the River Heights Library
- Career Highlights
 - o Started with WPL as a shelver 10 years ago
 - o Graduated with MLS from the University of Alberta in 2016 and shortly became the branch head of River Heights Library
- The branch originally opened in 1961
- Program highlights
 - o Increased type of programs offered (e.g. makerspace themed)
 - o Some programs offered include Book page wreath making workshop, customer scavenger hunt (for youth and adults), various technology programs, children's story time, baby rhyme time, and author/illustrator talks
 - o The branch has a Youth Advisory Council
- Branch staff try to connect with various community groups in the area such as Fort Rouge Neighbourhood Resource Network, The Corydon Community Centre, Tuxedo Family Resource Centre and various schools
- Some outreach/events staff have attended or plan to attend include Tuxedo Community Centre Winter Carnival, Winnipeg Parent Family Fun, Learning Fair and River Heights Farmer Market
- Staff plan to use WPL's book bike this summer out in the community
- The branch is part of the Library Facility Strategic Plan and staff and customers were able to participate in various community engagement events and surveys
- Statistics 2017

Visitors	127,900
Reference Questions	11,949
Items Circulated	273,200

For more information about the River Heights Library please visit:
<http://wpl.winnipeg.ca/library/branchpages/branch.aspx?rivh>

Appendix B

Manager's Report March 6, 2018

1. Facilities Update

a) Windsor Park Library

- The new Windsor Park Library opens on March 15 at noon!
- The Mayor, Councilors Allard and Pagtakhan and a Winnipeg Arts Council representative will speak at the official opening ceremony
- Invitations will go out this week to the Board, LAC members and other stakeholders

b) St. Vital Library

- Furniture and shelving will arrive in the next week
- Re-opening is on schedule for April 2018

c) Transcona Library

- Construction work continues
- A report to the EK/Transcona Community Committee will be submitted by Planning, Property and Development – Urban Design Division

d) River Heights Library

- A RFP for design of the new library is in progress. Council has approved renaming the branch as the Bill and Helen Norrie Library.

e) Carnegie Library renovations

St. John's:

- Renovation project continues
- Anticipated re-opening date is late 2018

Cornish:

- The riverbank stabilization work will be completed this week
- The award for the construction contract is in process
- The library will be closed for about one year after the start of construction

f) Millennium Library ideaMILL

- Grand opening date will be planned once all staff have been hired and trained

g) Pembina Trail Library Renovation

- The award for the renovation contract is in process
- We anticipate closing for 3 months this spring/summer
- Timeline will be updated after first construction meeting

Project Pages

Reminder that there are facility project pages and pictures located on the WPL website to view.

Facility Redevelopments: <http://wpl.winnipeg.ca/library/whats happening/renorenewal/sectionmap.asp>

ideaMILL: <http://wpl.winnipeg.ca/library/ideamill/>

Pictures: <https://www.flickr.com/photos/winnipegpubliclibrary/collections/>

2. Marketing & Communications Specialist position

I'm happy to announce that Patricia Bal has accepted a position with Winnipeg Public Library as our Marketing & Communications Specialist. She joins the library administration team after completing a one-year term at the Community Services Division in a similar posting. Patricia started on February 20th and jumped right into handling media requests, event planning and other marketing activities.

For the past ten years, Kathleen Williams has managed marketing & communications for WPL. I'd like to acknowledge Kathleen's many achievements in the marketing file and thank her for the enthusiasm, dedication and professionalism she applied to this role. The new marketing specialist position allows Kathleen to focus on her primary areas of responsibility: adult programming and outreach services.

I will arrange to have Patricia attend a future WPL Board meeting to talk about her role at Winnipeg Public Library.

3. Kindergarten Campaign Update

In 2017, WPL received \$10,000 from the WPLB for this project. Actual expenditures were \$6,275.41. Karin Borland and youth services and support services staff have completed two of three phases of the pilot project with Pembina Trails School Division:

- Library card applications and information materials were distributed to 956 enrolled kindergarten students and 176 pre-school children in the Kindergarten Here We Come program.
- Statistics are still being collected but applications were processed and cards issued to approximately half of the children.
- All 1,132 children received a free book voucher.
- The final phase of the pilot will be to work with Pembina Trails' Literacy Links home visit program this summer 2018
- All incoming kindergarten students are eligible to receive a series of home visits from university education students to help prepare the children to enter school ready to learn.

For the 2019 funding request, we would like to approach the Seven Oaks School Division and ask them to partner with us. Seven Oaks has about 800 enrolled kindergarten students and offers pre-school parent & child programs in all 14 of its elementary schools.

4. Program Highlights

a. *Spring Break Programming*

Sign up your kids or grandkids for fun and interactive learning activities at WPL branches this Spring Break. From writing workshops to robotics to performances, there is something to keep every child busy and entertained! The full list of Spring Break programs, is available at winnipeg.ca/library or in WPL's *At The Library* program guide. All programs are free.

b. *Theodore Fontaine: Broken Circle*

Author Theodore Fontaine, Sagkeeng Ojibway First Nation, will read from his powerful memoir *Broken Circle* and share his first-hand experiences at the Fort Alexander and Assiniboia Indian Residential Schools in the 1940s and 1950s, and the insights that have emerged on his healing journey toward reconciliation. At Pembina Trail Library on Saturday, **March 10 from 2 – 3:30 p.m.** and West Kildonan Library on **Tuesday April 10 from 7 – 8:30 p.m.**

c. *Library Happy Hour*

Our popular adult story time returns to the Good Will Social Club at 625 Portage Avenue. We are thrilled to have Writer-in-Residence Jennifer Still join our staff readers again this year. We will entertain you with stories to make you smile. The event runs **Wednesday April 11 from 7:30 – 9:00 p.m.**

d. *Writer in Residence Farewell*

Join us on Thursday April 19 to say farewell to Writer-in-Residence Jennifer Still as she marks the end of her term with Winnipeg Public Library. Jennifer and some of the emerging writers who consulted with her during her term will read from their work. a sample of her work in progress. At Millennium Library's Carol Shields Auditorium on **Thursday April 19 from 7 – 8:30 p.m.**

e. *Tax Preparation Clinics*

WPL is hosting free tax preparation clinics at Millennium, St. James, Sir William Stephenson and Henderson libraries. The Community Volunteer Income Tax Program provides volunteers to prepare income tax returns for individuals with a modest income and a simple tax situation. Learn more about these free, drop-in only clinics at www.cra-arc.gc.ca/volunteer. You can also check the WPL website and the *At the Library* newsletter for dates and times.

5. Books and Brunch 2018

The Friends of the Winnipeg Public Library's annual Books and Brunch fundraiser will take place on Sunday May 6 from 10:30 a.m. to 1:30 p.m. at the Gates on Roblin, 6945 Roblin Blvd. This year's "Books I Have Known and Loved" guest speakers are historian/writer Gordon Goldsborough and local media personality, Laurie Mustard. Tickets are \$70 and are available at the Best of Friends Gift Shop in the Millennium Library Lobby or by email at info@friendswpl.ca. Funds raised at this event support Winnipeg Public Library projects.

Follow up to WPL Board / LAC Requests (February WPL Board meeting):

1. WPL Meeting Room Policy

At the previous Board meeting, we discussed Toronto Public Library's controversial meeting room booking involving a memorial for a person with ties to a white supremacy group. In response to a question that arose at our meeting, I've attached a copy of WPL's meeting room regulations with highlights of sections that address some of the issues related to the TPL discussion.

2. Tough Topics

The Board rep for the Assiniboia LAC brought forward a "Tough Topics" handout for consideration. Millennium Library's Info staff reviewed the handout, like the idea and is working on adopting a version of this for Info/Reference Services. I will share the updated version on completion.

Along similar lines, our Info Staff, including Monique Woroniak and Lovey Jasysyn recently produced a series of public handouts on crisis services that cover these topics:

- Crisis and Support Lines
- Mental Health Crisis – Mobile Crisis
- Youth Crisis Services and Shelters
- Adult Shelters – Warming Centres
- Family Violence Shelters

Appendix C

Motions March 6, 2018

Meeting motions

MOTION	1 ST	2 ND	DISPOSITION
<p>That the agenda be approved as distributed with the following changes</p> <ul style="list-style-type: none"> • Add on: Orientation (Chair's Report) 	Brenda Dyck	Michael Wenezs	Carried
<p>That the minutes of February 6, 2018 be approved as distributed</p>	Gordon Crook	Wesley Takeo Konrad	Carried
<p>That the 2018 Winnipeg Public Library project funding request in the total amount of \$10,000 be approved as per the following:</p> <ul style="list-style-type: none"> • Supplies and equipment to support the Library Social Worker's ongoing work with library customers (\$1,000) • Free reading material for community events targeting newcomer and low-income families (\$1,000) • Spring Author Event (\$3,000) • Elder & Indigenous language instruction program (\$3,000) • Bookfest program (\$2,000) 	Gordon Crook	Wesley Takeo Konrad	Carried
<p>That the revised 2018 regulations document be accepted and approved with the recommended changes discussed</p>	P. Colleen Suche	Mario Lebar	Carried
<p>That the multilingual study proposal document be accepted and approved as proposed with the following conditions:</p> <p>a) That a working group be struck and that 1 Board representative be selected by the Executive Committee</p> <p>b) That the Manager of Library Services and the Executive Committee be authorized to do all things necessary to implement and execute study</p>	Mario Lebar	Monique Ireland	Carried
<p>That the Board sponsor the 2018 MLC conference in the amount of \$5,000 and the 2018 CFLA-FCAB forum in the amount of \$1,000 with the following conditions</p> <p>a) That the Executive Committee be authorized to decide where the funds be allocated</p> <p>b) That the Assistant be authorized to negotiate where possible any amenities that is associated with the approved sponsorship</p> <p>c) That the Chair be authorized to approve final negotiations and the Assistant by authorized to fill and submit documents on behalf of the Board</p>	Monique Ireland	Brenda Dyck	Carried

MOTION	1ST	2ND	DISPOSITION
That a table of 10 be purchased for the Friends of the Winnipeg Public Library Board Books & Brunch event on Sunday, May 6, 2018 in support of their fundraiser for WPL projects	Gordon Crook	Alison McCullough-Butchart	Carried