

## Winnipeg Public Library Board Meeting

*Tuesday, December 4, 2018 at 5:00 p.m.*

Millennium Library (Anhang Room)

### Minutes

	Present	Regret	Absent		Present	Regret	Absent
Alison McCullough-Butchart (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael Wenezs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wesley Takeo Konrad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monique Ireland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laila Yesmin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	P. Colleen Suche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Santos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mario Lebar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Schreyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Vacant</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Vacant</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gordon Crook	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Vacant</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Winnipeg Public Library Board would like to thank Alison McCullough-Butchart, David Kemp, Brenda Dyck and Wesley Takeo Konrad for their time served on the Winnipeg Public Library Board and wishes them well in their future endeavours.

The Winnipeg Public Library Board would like to thank Shawn Dobson and Russ Wyatt for serving as Councillors on the Board; and welcome Councillor Santos and Councillor Schreyer as the new Councillor representatives.

#### 1. Call to order, welcome, housekeeping

The meeting was called to order at 5:09 p.m.

#### 2. Approval of agenda and of the previous meeting minutes

*See Appendix C for motions*

In accordance with Article 7 section b the of Winnipeg Public Library Board Regulations and Procedures due to the lack of quorum, no minutes are available for the November 6, 2018 meeting.

#### 3. Manager's Report – Ed Cuddy

*See Appendix B for report*

*2019 Project Proposals – tabled until February*

#### 4. Chair Report – Alison McCullough-Butchart

Item	Description	Action
<b>Motions</b>	- See Appendix C for motion	
<b>OLA 2019 Conference</b>	- Monique Ireland has expressed interest in attending - Anyone else who would like to attend is to let assistant know by the end of the week	
<b>Strat Plan WPLB</b>	- WPLB Strat plan will be coming to an end - Will work next year on obtaining consultant to work on new strat plan - Will need to evaluate current strat plan early next year	
<b>Executive Committee</b>	- 2 resignations have been received - Alison will Chair until December 31, 2018 - Reminder given elections are done at February meeting and returning members are encouraged to put their name forward - The Board thanks Councillor Schreyer for agreeing to sit on the Executive Committee until elections are held - See appendix C for motion	
<b>Name Tags</b>	- Recommended that next year the Board pursue the purchase of name tags for events that members attend - Michael has agreed to lead project	

#### 5. Treasurer's Report – Michael Wenez

Item	Description	Action
<b>Motions</b>	- See Appendix C for motion	

## 6. LAC Reports

Item	Description	Action
<b>Assiniboia</b> (P. Colleen)	<ul style="list-style-type: none"><li>- Meeting held in November</li><li>- Ed attended meeting</li><li>- Discussed customer service related topics</li><li>- Members expressed they would like to meet more often</li><li>- Next meeting TBA</li></ul>	
<b>City Centre</b> (Laila / Wesley)	<ul style="list-style-type: none"><li>- Meeting on December 13, 2018 for a wrap-up meeting</li></ul>	
<b>EK – Transcona</b> (Gordon / Mario)	<ul style="list-style-type: none"><li>- Will be meeting in December and discuss how to spend funds</li></ul>	
<b>Lord Selkirk – West Kildonan</b> (Michael / Monique)	<ul style="list-style-type: none"><li>- Will be meeting March 19, 2019</li><li>- Purchased 2 gift baskets for the opening of the St. John's library in 2019</li></ul>	
<b>Riel</b> (Alison)	<ul style="list-style-type: none"><li>- Next meeting to be scheduled</li></ul>	

## 7. Other Business

Item	Description	Action
<b>Hiring of New Assistant</b> (Alison McCullough-Butchart)	<ul style="list-style-type: none"><li>- Annabel is temporarily assistant until new assistant can be hired</li><li>- Alison has offered to assist with the new contract</li><li>- Executive Committee is pursuing with new hire</li></ul>	

## 8. New Business

*None*

## 9. Date and Location of Next meeting

Tuesday, February 5, 2018 at 5:00 p.m.  
Millennium Library  
2<sup>nd</sup> floor – 251 Donald Street (Buchwald Room)

## 10. Adjournment

The meeting adjourned 6:15 p.m.

1<sup>st</sup>: Laila Yesmin

2<sup>nd</sup>: Michael Wenezs

## Appendix A

### Guest Speaker Highlights

*No speaker scheduled*

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## Appendix B

### Manager's Report December 4, 2018

#### 1. Multilingual Study Update

Library administration is finalizing the draft RFP in the City template and will share this with the working group prior to posting on the City of Winnipeg Materials Management website.

#### 2. Sun Life Musical Instrument Lending Library Program

The Sun Life Musical Instrument Lending Library is an innovative, free program that offers Winnipeg Public Library cardholders the opportunity to check-out an instrument such as a guitar, mandolin, violin, drum or portable keyboard and borrow it as they would other library materials. The Musical Instrument Lending Library supports community musical literacy and provides access to musical instruments for those who cannot afford them as well as individuals who want to learn to play an instrument without making a purchase.

Sun Life Assurance Company of Canada has proposed a 4-year sponsorship for the naming rights to this unique program in the amount of \$140,000 for the Winnipeg Public Library. In addition to the sponsorship funds, Sun Life will provide the Library with 150 instruments, cases or gig-bags, accessories and a display case designed to promote and display sample musical instruments from the collection. Sun Life will also provide co-branded (City and Sun Life) copies of online videos in both official languages and closed captioning that provide instrument care and handling information for the public.

On November 28, the Executive Policy Committee approved this program and sent the report on to City Council where it will be voted on at the December 13 Council Meeting. If Council approves the report, Winnipeg Public Library will launch the program in spring 2019 at Millennium Library.

The Administrative Report on this project can be found on the City of Winnipeg's Decision Making Information System.

<http://clkapps.winnipeg.ca/dmis/ViewDoc.asp?DocId=17444&SectionId=&InitUrl=>

### 3. Phone It Forward

Phone it Forward is a new CNIB Foundation program that gives donated smartphones to Canadians who need them. Individuals and corporations can pick up donation envelopes at designated public locations and then send their old devices to CNIB where they are wiped and loaded with accessibility apps. The refurbished phones are then donated to people who are blind or partially sighted. CNIB will provide donors with a tax receipt for the market value of their phone.

Winnipeg Public Library is providing pick-up locations for the CNIB donation envelopes at each open WPL branch. The program is expected to launch across Canada in early 2019.

### 4. Program Highlights

#### Art & Film Installation

In partnership with the Canada Council for the Arts, on **Thursday, December 6 at 6:30 p.m.**, the library will host the launch of pikiswe-speak, an art and film installation from Cree artist Lana Whiskeyjack and filmmaker Beth Wishart Mackenzie. The event will take place in the Carol Shields Auditorium located on 2<sup>nd</sup> floor of the Millennium Library. The exhibit will be displayed at Millennium Library in the Blankstein Gallery from December 6, 2018 – January 13, 2019.

#### Storytime

Enjoy a magical afternoon including a reading of E.T.A. Hoffman's *The Nutcracker* with a dancer from the Royal Winnipeg Ballet, a wintertime craft, tutus (ballet costumes to try on!) and a special appearance by Filbert the Bear on Saturday, **December 15 at 2 pm** in the Millennium Library (Ah Kha Koo Gheesh area).

#### Presentation

In partnership with the University of Manitoba, Millennium Library will host a special presentation by Brazilian archivist Thiago Barros on the current state of the culture industry (libraries, museums) in Brazil on **Wednesday, December 5 at 7 pm** in the Carol Shields Auditorium. Brazil's national museum burned down this past September, and a recent election has also had dramatic effect.

### Family Literacy Day

On **Saturday, January 26, 2019**, Winnipeg Public Library will celebrate Family Literacy Day by donating all fines and fees collected that day to The Winnipeg Foundation's Literacy for Life Fund. The Literacy for Life Fund provides grants to family literacy programs to help bring books, healthy play and quality learning to thousands of Manitobans every year – including projects at Winnipeg Public Library. To learn more about the Literacy for Life Fund, or to donate year-round:

- Phone The Winnipeg Foundation at 204-944-9474 (toll-free: 1-877-974-3631) or
- Visit their website at [www.wpgfdn.org](http://www.wpgfdn.org)

### Take Your Child to the Library Day

Take Your Child to the Library Day is on **Saturday, February 2, 2019**

Drop in for special performances (attendance by free tickets handed out 30 minutes prior to each show) and family-fun activities. Swap your current library card for our special children's card.

### Upcoming Plans

- We are working with a community group, the Black History Month Celebration Committee, to schedule a series of family story times featuring guest readers from Winnipeg's black community. Hosting branches are Munroe, Pembina Trail, Millennium and St. Boniface. The schedule will extend over January and February 2019.
- In addition, WPL's Adult Programming Committee is working on February's Black History Month with a resource list of black authors (will be available in print and online), displays in February promoting black authors, and a special podcast episode.
- January and February programs will include the winter series of Skywalk Concerts & Lectures, our movie series, gardening topics, genealogy workshops and a full slate of offerings in computer workshops, tech topics, maker kits rotating through the branches (robotics, crafting, engineering, stop motion animation) and ideaMILL creative programming (Make Music Mondays, an introduction to podcasting, 3D printing workshop and more).
- Our mobile Maker Labs are rolling out in February with two new themes: Robotics (Louis Riel, Munroe, Windsor Park) and Stop Motion Animation (Sir William Stephenson, Westwood). The previously released Labs on Crafts and Engineering continue to be well-received (over 1,200 attendees since the July launch) and will be at: CRAFTS – Fort Garry, Osborne, St. James, West Kildonan; ENGINEERING – St. Vital.
- Over 60 weekly pre-school programs open for registration on **December 20**. Winter session runs mid-January to mid-March. This includes Baby Rhyme Time, Time for Twos, 3-5 year old Story Time and Family Story Time.

## 5. Upcoming Holiday Notice

- Libraries that are open on Mondays will close at 1 p.m. on **December 24**.
- All libraries will be closed on **Tuesday, December 25** and **Wednesday, December 26**.
- Libraries that are open on Mondays will close at 5 p.m. on **December 31**.
- All Libraries will be closed on **Tuesday, January 1, 2019**.
- All Libraries will operate at regular hours for all other dates.

## Appendix C

### Motions December 4, 2018

MOTION	1 <sup>ST</sup>	2 <sup>ND</sup>	DISPOSITION
That the agenda be approved as distributed	Monique Ireland	Mario Lebar	<b>Carried</b>
That the minutes of October 2, 2018 be approved as distributed	Michael Wenezs	Laila Yesmin	<b>Carried</b>
That the 2019 schedule be approved as distributed with the following changes: <ul style="list-style-type: none"> <li>• That the January Executive Committee meeting date be changed in future</li> </ul>	Michael Wenezs	Laila Yesmin	<b>Carried</b>
That the Winnipeg Pubic Library Foundation 2017 financial statements be approved as distributed	Councillor Schreyer	Wesley Takeo Konrad	<b>Carried</b>
That a temporary Executive Committee be in place effective January 1, 2019 until a new Executive Committee can be elected with the following people:  Chair – Monique Ireland Treasurer – Michael Wenezs Member-at-Large – Councillor Schreyer	Wesley Takeo Konrad	Michael Wenezs	<b>Carried</b>
That the Q3 financial report be approved as distributed	Michael Wenezs	Wesley Takeo Konrad	<b>Carried</b>