

Winnipeg Public Library Board Meeting

Tuesday, February 4, 2020 at 5:00 p.m.

Millennium Library

2nd floor – 251 Donald Street (Buchwald Room)

Minutes

	<u>Present</u> <u>Regret</u> <u>Absent</u>				<u>Present</u> <u>Regret</u> <u>Absent</u>		
Michael Wenezs (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dean Scaletta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Robinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laila Yesmin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jaideep Johar	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Judith Littleford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Rollins	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Melanie Bidzinski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Schreyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephen Kennedy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kim Coss	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carla Epp	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Karon Chester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Winnipeg Public Library Board would like to welcome re-appointed members:
Morley Walker and Jaideep Johar.

The Winnipeg Public Library Board would like to welcome newly appointed members:
Judith Littleford, Melanie Bidzinski, Stephen Kennedy, Kim Coss and Karon Chester.

Guests: Scott Smith, Auditor, Scarrow & Donald

1. Call to order, welcome, housekeeping

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

2. Acknowledgment of Indigenous Territory and Homeland – *Michael Wenezs*

I would like to acknowledge that we are in Treaty #1 Territory, the traditional lands of the Anishinaabe, Cree, Oji-Cree, Dakota, Dene Peoples and the homeland of the Métis Nation.

3. Guest

See Appendix A for Guest Highlights

4. Approval of agenda and of the previous meeting minutes

See Appendix C for motions

5. Manager's Report – Ed Cuddy

a) Report

- *See Appendix B for report*

b) Project funding request 2020

- *See Appendix C for motion*

c) Additional discussion

- Proposed to invite a WPL staff member to discuss issues that public libraries face (e.g. eBook pricing, removal of fines, usage of space) at future meetings
- Additional readings and information would also be provided to the Board on the issues
- *Library Board* has expressed they are interested in hearing more and would like guests to be booked

6. Chair's Report – Michael Wenezsz

Item	Description	Action
Amended 2020 Budget	<ul style="list-style-type: none">● Original budget was prepared last summer● Amended budget will account for carryover● <i>See appendix C for motion</i>	
Motion Approvals	<ul style="list-style-type: none">● <i>See appendix C for motions</i>	

Item	Description	Action
Annual Report Presentation	<ul style="list-style-type: none"> • As part of the 2019 grant agreement the Board is required to provide a written annual report of activities and provide the 2019 audited financial statements • The Board will be making their presentation on March 4, 2020 to the Standing Policy Committee on Protection, Community Services and Parks 	
Library Advisory Committee Sign-ups	<ul style="list-style-type: none"> • Each of the 5 LACs require Board reps (up to 2) • Board members who are not assigned to a LAC are asked to consider joining one • Board reps are voting members on the LACS • Responses are due to Admin Assistant by the end of the week 	
Committee Sign-ups	<ul style="list-style-type: none"> • Handout was provided prior to meeting outlining various committees • Other ad hoc committees may arise in the future and members will be invited to participate • If you are interested please let Admin Assistant know • <i>See appendix C for motion</i> 	

Item	Description	Action
Conferences 2020	<ul style="list-style-type: none"> List of conferences was provided prior to meeting If anyone is interested in attending an out of town conference please let Admin Assistant know by February 18, 2020 The Manitoba Library Association conference is in Winnipeg this year, the Board is willing to send some Board and possibly LAC members as delegates 	

Strat Plan Update	<ul style="list-style-type: none"> Thank you for those who are attending the February 15 workshop; documents will be emailed out on the weekend The Public Library Services branch clarified the provinces Public Libraries Act <ul style="list-style-type: none"> "While the Public Libraries Act does describe the role of library boards, it is important to recognize that there is a specific exclusion in Section 32.1 that states "Parts II and II do not apply to The City of Winnipeg, but, for the purposes of this Act (a) The City of Winnipeg is deemed to be a municipality; and (b) public libraries operated by The City of Winnipeg are deemed to be municipal public libraries" <i>Interim report from consultant is received as information</i> 	
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7. Vice-Chair
No report

8. Treasurer's Report
No report

9. LAC Reports

Item	Description	Action
Assiniboia (Morley Walker)	<ul style="list-style-type: none">• <i>No meeting has been scheduled</i>	
City Centre (Laila Yesmin)	<ul style="list-style-type: none">• Elections will be held in March	
East Kildonan- Transcona (Michael Wenezs)	<ul style="list-style-type: none">• Meeting was held 2 weeks ago• Elections were held (returning Chair; new Secretary/Treasurer)• Starting to investigate and plan activities for the year• Next meeting is on April 9	
Lord Selkirk – West Kildonan (David Robinson)	<ul style="list-style-type: none">• Held meeting on January 9• Discussed program proposal received and potential closure of West Kildonan Library• Planning their outreach events• Chair will be stepping down in Spring	
Riel (Dean Scaletta)	<ul style="list-style-type: none">• <i>No meeting has been scheduled</i>	

10. Other Business

Item	Description	Action
OLA Conference Report	<ul style="list-style-type: none">• Dean and Councillor Schreyer provided verbal updates to their attendance at the 2020 OLA Conference	

Item	Description	Action
2020 Revised Schedule	<ul style="list-style-type: none"> • 2020 revised Board meeting schedule submitted prior to meeting • Updated guest and locations 	

11. New Business

Item	Description	Action
LAC Issue	<ul style="list-style-type: none"> • A letter addressed to the Board was written regarding a proposed branch closure; the letter was not sent to the Board but to the Mayor and 3 ward councillors • A video was posted on YouTube outlining the letter and other information • <i>Issue:</i> The member who sent the letter and posted the video only had permission of the other LAC members to use their name to write the letter and send to the Board; no permission was given for the letter to be sent elsewhere or a video to be posted. It was noted that the content of the letter and video is not the issue. • The Board recommended the following: <ul style="list-style-type: none"> ○ That the LAC review the regulations and processes in place ○ That the member be reminded that they are free to express their opinions as a private citizen but cannot claim to represent the LAC unless prior approval is received from all members on the LAC and confirm delivery of message (e.g. letter/media) 	

12. Executive Committee Elections

By acclamation the following Board members have been appointed to the Executive Committee for 2020

Chair	Michael Wenezs
Vice-Chair	Morley Walker
Treasurer	Stephen Kennedy
Member-at-Large	Carla Epp
Member-at-Large	David Robinson

<i>Returning Officer</i>	
Manager of Library Services	Ed Cuddy

13. Date and Location of Next meeting

Tuesday, March 3, 2020 at 5:00 p.m.
St. James-Assiniboia Library
1910 Portage Avenue

14. Adjournment

The meeting adjourned 7:35 p.m.

1st Michael Wenezs **2nd** Laila Yesmin

Appendix A

Guest Speaker Highlights

- The Winnipeg Public Library Board welcomes Scott Smith from Scarrow & Donald
- Scott has been the Winnipeg Public Library Board's auditor for several years
- Scott presented the draft audited 2019 financial statements
 - o It is a requirement of the City of Winnipeg the Board provides these statements in February of every year
 - o Statements will be made available on the City of Winnipeg's website once finalized
- Scott is independent of the Board
- Document presented is an unmodified opinion
- Categories listed in the report are based on City requirements
- No adjustments were made to the accounting
- There is one commitment note
- The Board's operating budget is for their use, and is separate from City/WPL operations
- There were no concerns or fraud risks were reported

Appendix B

Manager's Report February 4, 2020

It's a pleasure to welcome the newest members of the Winnipeg Public Library Board and Library Advisory Committees! I thank you for volunteering your valuable time in support of library services and I look forward to working with all of you over the year ahead!

1. Facilities Update

a. Cornish Library

- Construction is moving along at pace
- The public art installation will be installed in the new addition in the next month or so.
- Opening date is August/September 2020.

b. Bill & Helen Norrie Library

- Construction is proceeding well through the winter.
- Installation of foundation grade beams is underway; the structural floor will be installed in February.
- Library Services is meeting with the architects to confirm the Rooster Town elements in the project.

Project info pages on WPL website:

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

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

2. Festival du Voyageur

St. Boniface library staff will be set up in the Snow tent, which is one of the children's entertainment tents. We'll have crafts, a pop-up library and bilingual story times on the big stage at noon and 2 p.m. Staff will be on site from 10 a.m. to 3 p.m. on February 22 and 23, 2020.

3. Family Literacy Day

Winnipeg Public Library collects and donates fines and fees once a year for donation to the Literacy for Life Fund to support early and family literacy in Manitoba. Since the Fund was established in 2003, Winnipeg Public Library has collected and donated approximately \$35,000 on Family Literacy Day (January 28, 2020). The amount collected varies from year to year but on average Libraries collect more than \$2,200 every year. The Literacy for Life Fund held at The Winnipeg Foundation supports initiatives across Manitoba, and provides grants for family literacy programs in libraries, including Winnipeg Public Library, across the province.

4. Multilingual Study Update

We just received a copy of the draft final report from Lord Cultural Resources. Annabel will send copies of the study to the Board to review and discuss at the March 2020 meeting.

5. City of Winnipeg 2020 – 2023 Budget Updates

At his annual State of the City Address, Mayor Brian Bowman announced that the preliminary City of Winnipeg 2020-2023 Budget will be tabled Friday March 6, 2020. Over the past few months, the Community Services Department has responded to requests for information from the Budget Working Group (The City's Executive Policy Committee plus Councillors Santos and Chambers). Individual citizens, community groups and labour unions have shared their views against closing libraries, pools and other community services and against reducing hours. I have no new information to report at this time

6. Millennium Screening Update

At the December 3, 2019 Winnipeg Public Library Board meeting, the Board approved a motion to fund a consultant review of the Millennium Library screening process. The goal is to develop a strategy for an alternative approach to keeping the library safe and welcoming. The proposed screening review's working group would include representatives from the Library, Library Board, Community Services Department and community members – including the Social Planning Council and Millennium for All. An inclusive, community-based approach to reviewing the Millennium Library screening measures has the potential to bridge some of the divide that currently exists on this issue and help rebuild library/community partnerships.

Appendix C

February 4, 2020 Motions

MOTION	1 ST	2 ND	DISPOSITION
That the agenda be approved as distributed with the following changes: <ul style="list-style-type: none">• Add: OLA Conference verbal updates• Add: LAC issue	Carla Epp	Morley Walker	Carried
That the minutes of December 3, 2019 be approved as distributed	Carla Epp	David Robinson	Carried
That the 2020 Winnipeg Public Library project funding request in the total of \$11,500 be approved as distributed, subject to council funding approval	Dean Scaletta	Stephen Kennedy	Carried
a) For the following projects: <ul style="list-style-type: none">• Materials for kindergarten campaign (\$4,000)• Spring author event (\$1,900)• Indigenous language instruction program (\$3,600)• Free giveaway materials for community events targeting newcomer and low-income families (\$1,000)• Supplies for community crisis workers' ongoing work with library customers (\$1,000)			
b) That the Manager of Library Services and the Executive Committee be authorized to do all things necessary to implement the foregoing			

MOTION	1ST	2ND	DISPOSITION
That the following be approved/authorized for the 2019 financial statements:	Laila Yesmin	David Robinson	Carried
a) That the 2019 audited financial statements be approved as distributed			
b) That the WPLB Accountant be authorized to submit the 2019 audited financial statements to the City of Winnipeg Corporate Finance Department			
c) That the 2019 audited financial statements be submitted to the City of Winnipeg City Clerk's Department with the written 2019 annual report			
d) That the Administrative Assistant be authorized to coordinate the foregoing			
That Kym Shwaluke be retained as the accountant in the amount of \$2,000 for 2020	Stephen Kennedy	Carla Epp	Carried
That Scarrow and Donald LLP be retained as the financial auditors for 2020	Dean Scaletta	Laila Yesmin	Carried
That the 2020 amended budget be approved as distributed	David Robinson	Morley Walker	Carried
That Laila Yesmin be appointed as the Manitoba Library Trustee Association representative for 2020	Carla Epp	Dean Scaletta	Carried