

Winnipeg Public Library Board Meeting

Tuesday, June 2, 2020 at 5:00 p.m.

Conference Call

Minutes

	<u>Present Regret Absent</u>				<u>Present Regret Absent</u>		
Michael Wenezs (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dean Scaletta	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input type="checkbox"/>	<input checked="" 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"/>

Guests: George Procnor, Ian Keenan, Lucille Eustache, Cristiana Gheorghe, Elizabeth Redston

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:00 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. Approval of agenda and of the previous meeting minutes

See Appendix B for motions

4. Strat Plan Report

- Final report received from consultant
- Received as information; will not be posted online

- Sub-committee will be struck in order to develop a plan with guiding principles and action items
- May focus on a 3-year plan rather than 5-year
- Consultant document will be used as a guide

5. Manager's Report – Ed Cuddy

See Appendix A for report

Discussion/Comments

- Working to slowly re-opening branches; more branches/services may open depending on staff returning from reassignment/lay off
- Customers will be able to place holds but only at locations that are open
- Current holds will be sent to open branches
- Returned material will be quarantined for a couple of days, no late fees will apply to customer's account
- Will be promoting safe practices such as proper hand washing; PPE (masks/gloves) will be made available for staff
- SmartLockers will not be available because they are high touch systems
- No fines are being collected at this time
 - In the past WPL has tried to eliminate fines on children and young adult materials
 - The Library Board, Councillor Allard and Councillor Schreyer have spoke or commented on the topic
 - Councillor Rollins is preparing a motion that will be presented at a future Standing Policy Committee on Protection, Community Services and Parks
 - If motion passes, then the Board can work with Ed and Councillors on how to advocate and provide support
- Loan periods have been extended to 60 days during pandemic to space out returns and deal with the backlog
- Ed will follow-up on the promotion of the TD Summer Reading

6. Date and Location of Next meeting

Tuesday, August 4, 2020 at 5:00 p.m.
MS Teams Meeting

7. Adjournment

The meeting adjourned 6:03 p.m.

1st Michael Wenezs

2nd Councillor Schreyer

Appendix A

Manager's Report June 2, 2020

1. FACILITIES UPDATE

a) Cornish Library

- Work is progressing safely during the pandemic.
- The project is on budget and the timeline for opening is being assessed.



b) Bill & Helen Norrie Library

- Work is proceeding safely during the pandemic.
- The project is on time and budget and is scheduled for completion late 2020/early 2021.



2. WPL REOPENING PLAN – PHASE ONE: HOLDS PICKUP

In response to the Province of Manitoba's [Restoring Safe Services plan](#), Winnipeg Public Library is reopening three of its branches beginning **Monday, June 8**, for **holds pick-up service only**:

- Millennium Library ([251 Donald St.](#))
- Henderson Library ([1050 Henderson Hwy.](#))
- Pembina Trail Library ([2724 Pembina Hwy.](#))

Hours of operation:

- Millennium Library: Monday to Friday, 10 a.m. – 3 p.m.
- Henderson & Pembina Trail libraries:
 - Monday to Wednesday, and Friday: 10 a.m. – 3 p.m
 - Thursday: 2 p.m. – 7 p.m.

We are only allowing entrance to customers who are picking up their library holds. Library staff will continue to maintain online services.

More information and details on the Library's Reopening Plan are available [here](#).

3. DIGITAL RESOURCES

Our digital resources (hoopla, Kanopy, OverDrive and rbdigital) numbers continue to climb as the libraries remain closed. If we look at the number of electronic checkouts from March 16, 2020 to May 20, 2020 (240,770 checkouts) and compare it to the exact date range in 2019 (172,229 checkouts), we see that circulations have gone up 40%!

As of today we've registered 2,527 new online memberships.

Board members can take a sneak peak at our new French eBook and eAudiobook service, Cantook Station, by visiting:

http://winnipeg.cantookstation.com/sip2_sign_in

Your username is your library card number (no spaces) and your password is your PIN. We are still purchasing materials and working on the look and feel of the site. We hope to launch it on June 1st or 8th.

4. ADULT PROGRAMMING

Staff from WPL's Adult Programming Committee and the library's podcast team meets regularly (through MS Teams) to plan and deliver online content during COVID-19. These staff have created online screencasts on using online services, recorded guest speakers via Zoom (gardening topics, more to come), recorded Tales at Night "adult story time" readings, recorded several local poets to share for April's Poetry Month and carried out extra episodes of the Time to Read Podcast. Recordings are posted to the library's YouTube channel and shared through social media. Staff are working on delivering live, registered programs online – an online Book Club and an English Conversation Group.

5. OUTREACH KITS/BOOKS

As of Friday, May 22 the Outreach Kits/Books initiative has:

- made 19 deliveries
- provided 2,495 books (both loose books and those in kits); 500 kits; 121 boxes delivered in total

Each kit contains 3-5 books, activity sheets, Library pamphlets and our new Songs & Rhymes booklet, and sometimes markers or crayons

All agencies that have received deliveries (some more than one delivery):

- 7 Oaks SD – home visitors program
- Canadian Mental Health Association
- Central Neighbourhood Centre 55+ program
- Community Roots Resource Centre
- Indigenous Family Centre
- Manitoba Islamic Association
- MYS - Macdonald Youth Services
- Metis Child, Family + Community Services
- North End Stay and Play program
- NorWest Co-Op
- Siloam (Housing First program)
- SNA Spence Neighbourhood Association
- Wahbung
- WE24 Safe Space / RAY - Resource Assistance for Youth program
- Weetamah - City of Wpg Day Drop-in Centre
- West Central Women's Resource Centre

We will reassess this service in mid-June as to if the need is still there to continue and if there are enough resources to do so (both book resources and staff).

6. KINDERGARTEN CARD CAMPAIGN

St. James-Assiniboia School Division – Literacy Links

Literacy Links is a home visit program that sends education students into homes of incoming kindergarten students throughout the summer. During these visits, parents learn how they can help their child develop skills necessary to begin school ready to learn. This year the program will run online with video calls between facilitators and families.

WPL continues to partner with the school division to encourage parents to apply for library cards for their children. The library provided 650 applications, rhyme booklets, book lists, early literacy information, and a voucher for a free picture to keep (redeemable once libraries reopen). These materials will be dropped off at families' homes by Literacy Links facilitators.

St. James-Assiniboia School Division – 2019/2020 enrolled students

Before schools closed, we received 245 completed library card applications from enrolled kindergarten students. (Total enrollment is approximately 600.)

Applications have been processed by library staff working from home. The new cards, along with celebratory stickers, a book list, and a voucher for a free picture book will be mailed to students in lieu of distributing through their classrooms.

We will work with the school division to distribute book vouchers and other materials to the 355 kindergarten students who did not submit an application for a card. In the fall, these students will be in grade one and we hope their new teachers will assist with this plan.

All of this is possible through the generous donation from the WPLB and their continued support of this initiative.

7. TD SUMMER READING CLUB

This year, the national [TD Summer Reading Club](#) will shift to an exclusively online program where participants can explore recommended reads; track their own reading; connect and share with others across the country; read books online; attend workshops; and more. At the library, we will support the online club through the WPL website and our social media platforms to promote online writing and drawing workshops, story times, and a Battle of the Books activity (digital titles available through the website, no waiting). Programs will be presented in English and French.

Library staff are adapting, for the WPL website, elements of summer programs developed pre-COVID19. Also in development, a new Info Guide on our website to collect all programs, activities, and information related to summer reading. Families can go here to download a monthly calendar for June, July and August to track reading achievements at home. (The June calendar has been printed and provided to the Literacy Links program, described above, for distribution to families in that program.) The Info Guide will promote WPL's digital collections of eBooks, eAudiobooks, databases, and streaming music and movies.

We have contacted all school divisions to share information about TD SRC through their online engagement with students and parents.

8. TEEN SUMMER READING CHALLENGE

Youth in grades 7-12 are invited to take the Teen Summer Reading Challenge and complete a variety of activities, some contributed by members of the WPL Youth Advisory Councils. A BINGO style card will be downloadable from our website and features activities that can be done while complying with social distancing requirements (e.g., Stream from Kanopy or Hoopla; Try a new food; Read a book with a green cover; Have a zero waste day). The challenge card will also be made available as a sharable social media image that can be screenshot.

9. STAFF VIDEOS

Library staff have been learning about video production and creating videos to share stories, songs and rhymes with viewers. These will be posted on the WPL YouTube channel and featured on our social media platforms.

10. LIBRARY TRENDS

On May 13, Calgary Public Library announced that the library is moving to a fine free model on July 1, 2020. This places Calgary Public Library among the 100 or more major library systems that have eliminated overdue fines from their membership guidelines.

The Report on the Fine Free Model to the Calgary Public Library Board is available online [here](#) starting on page 15 of the March 25 Board meeting minutes.

The Winnipeg Public Library Board has supported Library administration in removing fines on children's and youth materials in 2016 and 2019 with no success to date. Library fines are a significant barrier to library use, especially in high-needs communities. While libraries promote the value of early childhood literacy, many parents and caregivers are reluctant to borrow our books and other materials for fear of accruing fines they may have difficulty paying.

Appendix B

June 2, 2020 Motions

MOTION	1ST	2ND	DISPOSITION
That the agenda be approved as distributed	Laila Yesmin	Morley Walker	Carried
That the May 5, 2020 minutes be approved as distributed	David Robinson	Michael Wenezs	Carried