

Winnipeg Public Library Board Meeting

Tuesday, December 1, 2020 at 5:00 p.m.

Conference Call

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 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stephen Kennedy	<input checked="" type="checkbox"/>	<input 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"/>

The Winnipeg Public Library Board would like to thank Michael Wenezs, David Robinson, and Carla Epp for their service on the Board. We wish them well on their future endeavours.

1. Call to order, welcome, housekeeping

The meeting was called to order at 6:03 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. Manager's Report – Ed Cuddy

See Appendix A for report

Discussion

Why did Library Services receive more funding this year versus last year when closures were proposed?

- Last year's budget process was made public in order to improve transparency but it caused a lot of citizen concerns around proposed cuts to services and facilities. This year Council also took a different approach in their priority planning session in an effort to reflect the services that are important to Winnipeggers.

Is it possible for the Board to be notified when news releases are sent out?

- Yes. We will try to reduce the timeline for notifying the Board as much as possible.

How did you decide what branches will open during the Province of Manitoba's critical (red) level?

- The ten busiest locations were selected based on the number of holds and checked out items per branch; the Library also tried to provide coverage across a broad area of the City. The reduced level of service during Code Red is impacted by the layoff of temporary (part-time) staff. The library will expand the scope and hours of this service when part-time staff are called back to work.

How many part-time staff were laid off?

- Approximately 179 library staff were laid off. Administration and supervisors personally contacted each employee to inform them of the lay off and provide HR information. Laid off staff are eligible for redeployment if the City's HR has a placement.

Do you expect any push back on eliminated fines and reducing the collection budget?

- Yes. Library Services can absorb the revenue loss within the collection budget. The 2021 budget also includes increased MILL rate support to offset almost 50% of the revenue reduction.

Will the elimination of DVD/Blu-ray fees affect the funding available for the collection?

- Physical audiovisual collections are gradually phasing out of library collections and in the larger commercial marketplace. DVDs and Blu-Rays still circulate but streaming/downloading services are replacing the need to invest heavily in physical collections. Winnipeg Public Library administration is pleased to see the elimination of this borrowing fee – an unnecessary fee that was not charged in any other Canadian public library.

5. Chair's Report – Michael Wenezs

Item	Description	Action
2021 Schedule	<ul style="list-style-type: none">● 2021 schedule was approved at the October 6 meeting● Things may change next year based on Board member requests● Any requests can be made formally to the Chair in the new year	
EPC Budget Delegation	<ul style="list-style-type: none">● Registered as a delegate for the December 11, 2020 Executive Policy Committee meeting● Will be advocating for the Board's 2021 grant request and for the library services budget● Executive Committee will assist with speaking notes● Thanks given to Morley and Laila for volunteering to be the delegates	
Regulations Document Update	<p><i>Amendments</i></p> <ul style="list-style-type: none">● Amendment list was circulated for review● We thank all the Board and LAC members who had participated in providing feedback to help generate this list and changes● If the amendments are accepted, then the Assistant will proceed with creating a finalized document and circulate in the new year.● Any additional changes and edits can be made next year at the discretion of the new Executive Committee	

Continued...

Item	Description	Action
	<p><i>Minutes Distribution Requirement</i></p> <ul style="list-style-type: none"> ● Currently, the Board is required to submit Board and LAC minutes to Councillors in e-mail and print form ● Original direction came from SPC-PCSP meeting on March 6, 2017 ● Will require a formal change from SPC-PCSP if want to formally change in regulations document ● Requesting the Board to consider temporarily suspending printing requirements for 2021 to allow for more time and consideration if want to pursue requesting for a permanent change <p><i>See appendix C for motions</i></p>	

6. Vice-Chair's Report

No report

7. Treasurer's Report – *Stephen Kennedy*

- Interim report distributed
- There will be a surplus due to being unable to pursue some projects planned due to COVID-19 pandemic
- Will be asking WPL for project ideas but also the surplus will for the Board to pursue activities listed in the strat plan such as training opportunities
- Surplus will also allow for the Board to carry out operations in the new year until 2021 funding is received
- There is a discrepancy noted that in the quarterly reports the Riel LAC budget was incorreced coded (recorded as \$150, should be \$250)

8. LAC Updates

Item	Description	Action
Assiniboia LAC <i>Morley Walker</i>	<ul style="list-style-type: none">• Will be purchasing gift cards	
City Centre LAC <i>Laila Yesmin</i> <i>Judith Littleford</i>	<ul style="list-style-type: none">• Will be looking to expend budget on Cornish / Bill and Helen Library opening	
East Kildonan- Transcona <i>Michael Wenezs</i>	<ul style="list-style-type: none">• <i>Meeting held on November 9</i>• <i>Passed motion to spend items for branch usage at a later date</i>	
Lord Selkirk- West Kildonan LAC <i>David Robinson</i>	<i>No update</i>	
Riel LAC <i>Dean Scaletta</i> <i>Jaideep Johar</i>	<ul style="list-style-type: none">• Meeting planned for November 9• Will be discussing spending budget	

Post meeting update

- Thank you Karon, Kim and Melanie for agreeing to fill Board rep on LAC vacancies
- Appointments will be done in the new year

9. Other Business

Strategic Plan – Carla Epp

- Year-end report circulated prior to meeting
- Feedback received
- *See appendix C for motion*

10. New Business

Ontario Library Association Conference 2021

- Conference will be held virtually from February 3-6, 2021
- Assistant will be sending information about the conference and issue out a call for expression
- Only members who are appointed for 2021/returning for 2021 will be eligible to apply
- Executive Committee will notify interested persons if they have been selected to attend or not
- Will also ask LAC Chair to consider attending or sending a delegate to represent the LAC

11. Date and Location of Next meeting

Tuesday, February 2, 2021 at 5:00 p.m.
MS Teams Meeting

12. Adjournment

The meeting adjourned 7:47 p.m.

1st Michael Wenezs

2nd Judith Littleford

Appendix A

Manager's Report December 1, 2020

1. Facilities Update

a) Cornish Library

- Work has slowed down due to the impact of current health orders
- Project completion date estimated as January/February 2021

b) Bill & Helen Norrie Library

- Work in progress, with completion date estimated as January/February 2021.
- Design and location of Rooster Town information and acknowledgement in progress

c) Community Connections Space @ Millennium Library

- Design drawings being finalized
- Next step – construction procurement

d) Munroe Library

- Final budget/scope review in progress for this small renovation project

2. WPL Code Red Reopening Plans:

Winnipeg Public Library branches were closed on October 31, 2020 due to the escalation of Provincial pandemic safety measures to Code Red. Since that time, library staff have worked behind the scenes on collection maintenance, inventory, training and administrative work.

Last week, the City announced that temporary (part-time) Recreation and Library Services staff would be laid off effective Sunday, November 29. Part-time staff were offered the opportunity to sign up for redeployment to the Province to assist in efforts to bend the pandemic curve. Unfortunately, there has been no progress on this front.

Winnipeg Public Library received authorization to offer holds pickup and returns service at 10 library branches across the City. This next phase of reopening will launch Monday December 7 and will provide “no contact” service at each library, in alignment with the current Provincial health orders.

The Library has two community locations, the Indigenous Family Centre and Blake Gardens Resource Centre, where biweekly library services are offered. The Check it Out service paused during the current Red (critical) level. This service will resume starting December 7. The host sites are facilities that are offering services to high-needs communities, including pick-up services.

3. City of Winnipeg 2021 – 2024 Budget Update

The Preliminary 2021 Balanced Budget Update includes a historic 3-year \$50 million recreation and library investment strategy funded from the annual provincial capital grants of \$75 million for Winnipeg that have been confirmed by the Province of Manitoba for each of the next three years.

The Recreation and Library Investment Plan includes major investments in new and existing facilities across the City. A major focus of this strategy is making recreation investments in high need areas of the City which was also a critical recommendation of the Illicit Drug Task Force Report. Major investments in this strategy (which are included in an administrative report that is still subject to Council approval) include:

- \$15.0 million for critical building renewal and repairs at indoor pools across the City including Pan Am, Cindy Klassen, Seven Oaks, and St. James Assiniboia Centennial Pool;
- \$5.9 million to redevelop the Old Ex arena and adjacent site improvements;
- **\$5.5 million for upgrades to the Millennium, St. James, and Westwood libraries**, and;
- \$1.8 million for the renewal of Turtle Island Neighborhood Centre.

The Preliminary 2021 Balanced Budget Update also includes

- Revenues decrease for the permanent elimination of Library fines on overdue library materials including DVD/Blu-Ray wear and tear fees effective January 1, 2021 (Council October 29, 2020) (\$660,000)
- Decrease library materials to partially offset the elimination of Library Fine revenue (\$350,000)
- Expenses Increase in facility costs (\$238,000)
- Increase in salaries and benefits, net of a decrease to annualize service changes effective September 2020: closing all libraries on weekday evenings at 8:00 p.m. (\$42,000)

Budget Timeline:

Wednesday December 2, 2020 – 9:30 a.m.

Standing Policy Committee on Protection, Community Services and Parks (Regular Meeting)

Friday, December 11, 2020 – 9:30 a.m.

Executive Policy Committee to hear public delegations on budgets (Special Meeting)

Tuesday, December 15, 2020 – 9:30 a.m.

Executive Policy Committee to table final recommendations (Special Meeting)

Wednesday, December 16, 2020 – 9:30 a.m.

Council to consider budget (Special Meeting)

Thursday, December 17, 2020 – 9:30 a.m.

Regularly scheduled monthly Council meeting

For more information on the budget process, visit the City's Multi-year budget: 2021 Update site here: <https://www.winnipeg.ca/Interhom/Budget/2021-budget/default.stm>

4. WPL Board Screening Review

The screening review and consultation is paused due to COVID-19. The Library does not plan any further expenses on this project in 2020.

Appendix B

December 1, 2020 Motions

MOTION	1ST	2ND	DISPOSITION
That the agenda be approved as distributed	Michael Wenezs	David Robinson	Carried
That the November 3, 2020 minutes be approved as distributed with the following changes: <ul style="list-style-type: none">• Add “Guest” section in the main minutes and reference highlights to appendix A	Michael Wenezs	Morley Walker	Carried
That the lists of amendments to the Winnipeg Public Library Board and Library Advisory Committee Regulations document be approved as distributed.	Michael Wenezs	Dean Scaletta	Carried
That the Board temporarily suspend the requirement to provide print copies of Winnipeg Public Library Board and Library Advisory Committee minutes to City of Winnipeg Councillors as per the Standing Policy Committee on Protection, Community Services and Parks motion made on March 6, 2017 for the year 2021.	Michael Wenezs	Jaideep Johar	Carried
That the annual review report of the Winnipeg Public Library Board’s Strategic Plan 2020-2021 dated November 24, 2020 be approved with the discussed changes and posted online.	Carla Epp	Councillor Rollins	Carried