

# Winnipeg Public Library Board Meeting

Tuesday, November 1, 2022 at 5:00 p.m.

MS Teams Meeting

## Minutes

	<u>Present Regret Absent</u>				<u>Present Regret Absent</u>		
Jaideep Johar (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stephen Kennedy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diane Papst	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Scaletta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emmanuel Oluwadare	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judith Littleford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ian Keenan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nikica Subek Simon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Karon Chester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Karin Borland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kim Coss	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Rollins	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kristen Hardy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Schreyer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Laila Yesmin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**Guests:** Cindy Elliott, David Chadwick, Ryan Cormack, Teresa Longobardi, Joan Armstrong

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

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

### 2. Acknowledgment of Indigenous Territory and Homeland – *Karon Chester*

We acknowledge that we are in Treaty One Territory, the home and traditional lands of the Anishinaabe (Ojibwe), Ininew (Cree), and Dakota peoples, and in the National Homeland of the Red River Métis.

Our drinking water comes from Shoal Lake 40 First Nation, in Treaty Three Territory.

### 3. Approval of agenda

*See Appendix B for motions*

#### 4. Approval of previous meeting minutes

*See Appendix B for motions*

#### 5. Manager's Report – Karin Borland

*See Appendix A for report*

#### 6. Chair's Report – Jaideep Johar

Item	Description	Action
<b>2023 Revised Schedule</b>	<ul style="list-style-type: none"><li>• Revised schedule received to move the first general meeting of 2023 from Tuesday, February 7 to Monday, February 13</li><li>• The first Executive Committee meeting will be scheduled on Tuesday, January 31</li><li>• The proposed changes will allow Assistant to onboard/offboard members</li><li>• Suggested to also revisit schedule for March orientation date as it will conflict with Spring Break</li><li>• See appendix B for motion</li></ul>	
<b>OLA 2023 Conference</b>	<ul style="list-style-type: none"><li>• The Ontario Library Association Super Conference will be held on February 1-4, 2023</li><li>• It will be a hybrid conference where delegates can attend in person or virtually</li><li>• Call for names will be issued and Executive Committee will consider requests</li><li>• Members who are returning next year will be eligible to apply</li></ul>	

Item	Description	Action
<b>Recruitment and Year-End Deadlines</b>	<ul style="list-style-type: none"> <li>Executive Committee will also consider including WPL staff within the group registration</li> <li>Waiting for applications from City Clerk's</li> <li>Reviewed recruitment initiatives (social media, Winnipeg Free Press, community newspapers, targeted posters, digital displays)</li> </ul>	
<b>December Dinner</b>	<ul style="list-style-type: none"> <li>Will not be having in-person dinner but Executive Committee has approved for each member and LAC Chair to receive \$75 food allowance</li> </ul>	
<b>Executive Committee Expenditure Approval</b>	<ul style="list-style-type: none"> <li>Executive Committee has approved an expenditure of \$2,114,29 (plus tax) to place a holiday ad in the Winnipeg Free Press and community newspapers</li> <li>Will be charged to advertising budget line</li> <li>Have purchased holiday ads in previous years</li> <li>Aligns with increasing Library Board (and LAC) visibility within in the community as per strat plan</li> </ul>	

**7. Vice-Chair's Report – Nikica Subek Simon**

- No report

**8. Treasurer's Report – Stephen Kennedy**

- Q3 report distributed prior to meeting
- See appendix B for motion

**9. LAC Updates**

**LAC****UPDATE**

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*Assiniboia  
(Cristiana, Kim  
Kristen)*

- No update
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*City Centre  
(David, Judy,  
Laila)*

- In-person meeting held on October 11 at Cornish Library
  - Next meeting scheduled for February 2, 2023 – location TBD
  - Discussed trying to visit every branch within the district
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*East Kildonan-  
Transcona  
(Cindy, Karon,  
Nikica)*

- Meeting will be scheduled for late November/early December
  - A subcommittee will be struck to work on scavenger hunt for 2023
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*Lord-Selkirk  
West Kildonan  
(Ryan, Jaideep,  
Diana)*

- No update
- 

*Riel  
(Donna, Dean,  
Emmanuel)*

- Meeting held on October 13
- Motion was passed to expend \$250 for giveaway materials to be used at food banks within the district
- Another meeting is being planned to discuss requesting for additional funds from the Library Board in November

**10. Other Business**

*None*

**11. New Business**

*Verbal report received from Karon Chester re: Access Conference*

*Review of Processes Highlights – Jaideep Johar*

- Assistant job description to be provided to incoming Library Board members at the beginning of the year and the orientation
- Members are to discuss with Assistant about communications or presentations prior to submitting for Library Board discussion

- Any questions or concerns regarding the Assistant is to be directly discussed with the Chair
- Any questions or concerns regarding another Board members is to be directly discussed with the Chair
- Current assistant has been with the City and the Library Board for several years with significant experience that is provided to the Executive Committee and the Library Board to assist in making informed decisions. The Library Board should defer to the guidance received regarding matters of procedure and protocol to ensure the Board remains within its duties, mandates, and policies.
- The assistant position is an integral part of the Board to ensure consistency as membership changes; and while not a voting member – assistant’s contributions are informed and valued
- It is acknowledged that individual members have their own perspectives on matters and we are to respect each individual contributions. However, when a matter has been debated, discussed, and/or voted on, it is the responsibility of the members to be respectful of the consensus of the Board. Any further dialogue after a matter has been concluded may be detrimental to the proper and efficient functioning of the Board. This rule will apply to all committees.
- Assistant is to review items and incorporate in Regulations, Orientation, and/or creation of formal procedures as appropriate.

## **12. Date and Location of Next meeting**

Tuesday, December 6, 2022 at 5:00 p.m.  
MS Teams Meeting

## **13. Adjournment**

The meeting adjourned 6:36 p.m.

**1<sup>st</sup>** Jaideep Johar

**2<sup>nd</sup>** Dean Scaletta

**Appendix A**  
**Manager's Report November 1, 2022**

## **1. Facilities Update**

### **a) Millennium Library Carpeting and Lighting Upgrade**

- 2<sup>nd</sup> floor has re-opened to the public
- Main floor Children and Teen Service's area is closed
- Main floor Reader Services, New & Noted, returns, checkouts, and holds pick-up remain open to the public
- Project page [Millennium Library Renovation - Winnipeg Public Library](#)

### **b) Transcona Library**

- a. Exterior book return on the west side of the building has been installed

## **2. Staffing Update**

### *New Branch Heads*

- Sarah Giesbrecht, St. John's Library starts on October 31, 2022
- Karli fisher, Harvey Smith Library starts on November 7, 2022

### *Recruitment Highlights*

- Posting 121710 – Part-time LSA 1/2 (Millennium Library) – closes Nov 3
- Posting 121721 – Part-time LSA 3 (Millennium Library) – closes Nov 7
- Posting 121720 – Part-time LSA 1/2 (Millennium Library) – closes Nov 7
- Posting 121727 – Part-time LSA 3 (Transcona Library) – closes Nov 8
- Shelves recruitment posting is in review and should be posted in November
- For external job careers please visit [Careers - Human Resources - City of Winnipeg](#)

### *Maker-in-Residence*

- The Makers-in-Residence (MiR) program connects library visitors with Winnipeg-based professional makers who are passionate about their craft, hands-on DIY hobby, and/or skills in visual, technology, or media arts. These makers also enjoy teaching others about their craft, igniting and supporting creativity in others.

- Two residencies will run at the same time for 14-weeks from December 5, 2022 to March 31, 2023 out of the [ideaMILL](#) on the 3rd floor of the Millennium Library.
- Related workshops and activities will be delivered between January 9 and March 19, 2023.
- Application deadline Friday, November 4, 2022 at 11:59 p.m.
- For more information or to apply visit [Makers-in-Residence - Winnipeg Public Library](#)
- Special thanks to the Government of Canada for providing the funding

### 3. Adult Programming and Outreach Update

Skywalk Series (a partnership with the University of Winnipeg and Virtuosi Concerts) continues into November with lectures from leading professors (eg: *Leaf damage on trees: how bad can it be?*), and concerts featuring an eclectic assortment of local musical performers (eg: *Journey with the Drum* with Southern Thunderbird Medicine Drum)

Other programming includes local history topic *In the Trenches: Digitized First World War Records in the LAC (Library & Archives Canada) Collection*, *Ten healthy habits of Financial Management* and other financial topics, Book Clubs, English Conversation Groups, and more.

Two travelling exhibits:

- *Story Seeds: Cultivating Wellness and Depth through Indigenous Plant Traditions*. Currently on display at SBON library until the end of November (then to HARV).
- *Assiniboia Indian Residential School* display: Discover the hidden history and stories of some of the graduates and survivors of the school that was located on Academy Road until 1973. Currently on display at OSBN library in November and December.

**Outreach services** will be busy with bi-weekly Mobile Library visits to Blake Gardens Neighbourhood Resource Centre, and Indigenous Family Centre. Staff will also be presenting on library resources at Taking Charge! (adult education program), Resource Assistance for Youth, Addictions Foundation of Manitoba, and will be staffing a pop-up library at Marlene Street Community Resource Centre.

#### **4. Youth Services Update**

- The first 5-week Fall Early Literacy Session ran September 19 - October 28 and included 60 early literacy sessions (Baby Rhyme Time, Toddler Time, Family Story Time). Over 5000 attendees were recorded.
- The second 5-week Fall Early Literacy Session will run November 14 - December 17 and registration opened on October 17.
- Youth Services Librarians delivered Early Literacy Program Training on October 12 & 19. This new 3.5 hour training course was attended by 38 staff members across the division.
- Two Indigenous Language learning sessions for children and their families took place from September 17 - October 22 in partnership with Indigenous Languages of Manitoba (ILMB). Ininimowin (Cree) for Families at Transcona Library had 22 attendees and Anishinaabemowin (Ojibwe) for Families at Bill and Helen Norrie Library had 35 attendees. Thank you to the Winnipeg Public Library Board for their support of Indigenous language programming for families this Fall.
- WPL has once again partnered with the Winnipeg Humane Society for the See Spot Read program. The program pairs elementary school children with therapy dogs at the Library. The dogs are reading buddies for students who have been selected by reading clinicians at their school to participate in the program. The weekly program takes place October 14 - December 16 at West Kildonan Library.

#### **5. Friends of Winnipeg Public Library**

After 17 years the Friends are closing up shop in the lobby of Millennium Library. They remain active and have other fundraising initiatives in the works. Currently they are having a 30% off regular priced merchandise for all current and new members.

For more information <https://friendswpl.ca>

#### **6. City of Winnipeg Anti-Racism Initiatives**

Board and LAC members are encouraged to save the website and check regularly for updates.

<https://winnipeg.ca/Interhom/anti-racism/default.stm>



## Appendix B

### November 1, 2022 Motions

<b>MOTION</b>	<b>1<sup>ST</sup></b>	<b>2<sup>ND</sup></b>	<b>DISPOSITION</b>
That the agenda be approved as distributed with the following changes: <ul style="list-style-type: none"><li>• New Business – review of processes</li></ul>	Jaideep Johar	Dean Scaletta	<b>Carried</b>
That the October 3, 2022 minutes be approved as distributed.	Jaideep Johar	Judith Littleford	<b>Carried</b>
That the revised 2023 schedule be accepted as distributed	Jaideep Johar	Emmanuel Oluwadare	<b>Carried</b>
That the Q3 financial report be approved as distributed	Stephen Kennedy	Dean Scaletta	<b>Carried</b>