

Winnipeg Public Library Board (WPLB)
May 3, 2010 5:00 p.m.
St. John's Library, 500 Salter Street

Final approved minutes

Present: Chair R. Burgess; A. Hoeft, D. Hultin, C. Kolybabi-Labossière, D. MacEwan, J. Mabee, B. McDonald, J. St. Hill, R. Walker, A. Wallace, J. Watt and H. Graham

Regrets: V. DePape, Councillors M. Pagtakhan and H. Smith, S. Singh and T. Surgenor

Guests: Heather Bristow, Elizabeth Fry Society
Ilyan Michalchyshyn, Chair, Lord Selkirk-West Kildonan Library Advisory Ctte
Observer J. Herscovitch, Lord Selkirk-West Kildonan LAC

1. Call to order

R. Burgess called the meeting to order at 5:07 p.m. and welcomed guests.

2. Approval of the agenda

The agenda was approved on a motion by J. Mabee, and seconded by A. Hoeft.

3. Guest speaker Heather Bristow

J. Mabee introduced guest speaker Heather Bristow, Community Outreach Worker for The Elizabeth Fry Society of Manitoba. Ms Mabee quoted the EFS Manitoba website: "The purpose of EFS is to empower, provide support, advocacy and guidance to women who are involved in the legal system. [EFS provides] advocacy, access to resources and support to families of women who are in conflict with the law. Some of the issues our clientele struggles to overcome are addiction, poverty, mental health issues, marginalization, racism, long-term effects of residential schools and other forms of discrimination." Ms Mabee noted that EFS received one of the Board's Language and Literacy grants in 2009, for a women's literacy book project. Participants were women incarcerated in the Winnipeg Remand Centre and the Portage Correctional Institute, as well as eight women from the community who were EFS clients. Ms Mabee announced that EFS had also won the Board's award in 2010, for the second year in a row.

Ms Bristow thanked the Board for the wonderful opportunity to facilitate the successful 2009 literacy program with the St. John's Library. The goal was to prepare a booklet of participants' writings and drawings. Participants also became more comfortable with public library use and many got library cards. In short, the women absolutely loved the program, Ms Bristow said. In her report, copies of which will be forwarded to the Library Board, Ms Bristow said: "With your generous financial contribution and ongoing support from the St. John's Library, we are honoured to be able to create and share the Women's Literacy Program Book Project named *Women Inside and Out*, a collection of writing art" by women inside and outside the judicial system. Ms Bristow circulated some of the content of the 67-page book which is at the printer's. Ms Bristow will forward a copy to the Board and one to St. John's Library.

For the 2010 grant, Ms Bristow said that EFS is adapting a Vancouver program, as well as two from EFS in Edmonton. She said that, as people become more literate, their likelihood of reoffending is reduced. During an eight week period and in partnership with St. John's Branch, EFS will hold eight public workshops, to be held at St. John's Library, using culturally appropriate and women-centred activities. Some of the objectives include increasing communication skills, providing a harm-reduction tool by having mentors as role models to share their stories, providing an educational tool for the community, and

the experience of writing letters, journals and poetry. Marginalized women of the community would become accustomed to the library, and see it as a resource and a safe place to visit. Some women in the last program had built up fines, which had become a barrier that Library staff helped offset. Workshops would bring attention to the library through the media, showing that the library is making a difference.

Board members were very impressed with these literacy program concepts. When asked about her tenure with EFS, Ms Bristow said that she had spent four years as a volunteer and subsequently been an employee for 2 ½ years.

Ms Bristow thanked the Board for the 2010 grant, which Ms Mabee presented during the meeting.

4. Guest speaker: Branch Head David Jacobson

R. Walker introduced Mr. Jacobson who has been St. John's Library Branch Head since 2007. Prior to that, he was a Library Assistant in Children's Services at Henderson Library. Mr. Jacobson began his library career in 1985 as a Library Page. He will be moving to Henderson Library as Assistant Branch Head in the fall, Mr. Walker said.

Collection and Circulation

Many recommendations from the (Library Board's) materials use study were implemented at St. John's. After considerable weeding, 21% of the 23,000 item collection is now newer than five years old. Many books are arranged bookstore style, facing out, and there are eye-catching and thought-provoking displays. There is a four-bay area of magazines and Aboriginal materials. St. John's has transformed itself into a more vibrant, fresh environment, Mr. Jacobson said.

In 2009, 42,569 items were checked out, ranking the branch as the least busy of all the branches. For example, at the next busiest branch, Osborne Library's circulation was 97,000. Mr. Jacobson has tried to determine the reasons for the decline at St. John's. It is not due to crime. It may be because there is competition from other neighbourhood groups. However, from 2008 to 2009, St. John's circulation increased by 13%.

St. John's has nine computers devoted to public use. Of these, seven access the Internet, one is a dedicated Children's CD-ROM station and another accesses both Microsoft Office and the Internet. In 2009 the average monthly usage was 767.

The recent Library staff reorganization had little impact on St. John's branch. Although one staff member transferred out, the Branch regained a former St. John's employee from Cornish branch. St. John's still employs a full-time Library Services Assistant 4, a full-time LSA 3, two part-time LSA 1s and one part-time Page.

Juvenile Programs

St. John's Branch held 46 juvenile programs in 2009 (10 fewer programs than 2008) including St. John's Homework Club, Family Story-time, Summer Reading and various independent programs. However, staff noticed a 5% reduction in juvenile programming attendance from 2008 to 2009. The Homework Club, which had run three times weekly, was suspended in February 2009 when the partnering agency ran into staffing issues and had to withdraw. Frontier College took over in November 2009 as a new partner, running the program twice weekly, and over a shorter period. The number of juvenile programming participants has dropped off significantly for reasons undetermined. Meanwhile, St. John's has increased its advertising efforts to include program mailers to all schools and childcare facilities in the catchment area, as well as email contact with Community Resource Development workers.

Adult programs

St. John's Branch ran 26 adult programs in 2009 (17 more programs than 2008). This resulted in a 50% increase in adult program attendance from 2008 to 2009. The increase is largely due to partnerships established in 2009 with the following programs or groups: Red Road to Library Learning; the Elizabeth Fry Society book project; the Neighbour to Neighbour Safety Strategy committee; and the Neighbourhood Immigrant Settlement Program at the William Whyte Residents Association.

Red Road to Library Learning

Established by Doris Smith, retired Instructor from Red River Community College recipient of grant from F.A.C.T., the goal of the successful program was to work in partnership with St. John's Library to familiarize the program participants with the library environment enough that the participants would seek out the library on their own time in order to improve themselves. The RRLL target audience was impoverished women in the St. John's community. St. John's Library provided the use of the newly renovated meeting room, book displays on weekly topics, a tour of St. John's Library and a familiarity session about the Winnipeg Public Library system. The program ran for 13 sessions between March and June of 2009 with 14 participants finishing.

Elizabeth Fry Book Project

St. John's library provided book displays on creative writing, basic art and various thematic materials. Mr. Jacobson also visited the Kennedy Street Remand Centre to run two creative writing workshops for women inmates.

The Neighbour to Neighbour Safety Strategy Committee comprised executives from St. John's Residents' Association, North Point Douglas Residents' Association, William Whyte Residents' Association, Dufferin Residents' Association, Luxton Resident's Association, North End Community Renewal Corporation, Citizens On Patrol, Winnipeg Police Department, and from the City's Community Services Department, G. Ferguson and Mr. Jacobson. The Committee was formed to deal with crime issues (specifically gangs, drugs and prostitution). Past efforts by individual Residents' Associations were effective only for their own neighbourhoods and were detrimental to neighbouring communities, as crime was displaced to neighbouring communities. Working with the Winnipeg Police Department, the Committee works to educate citizens of the relevant communities and find solutions to deal with their problems. Mr. Jacobson distributed copies of the program's history.

The Neighbourhood Immigrant Settlement Program is run by the William Whyte Residents' Association, which approached the St. John's Library in the fall of 2008 to partner with them to encourage new-to-Canada clientele to become familiar with the Winnipeg Public Library. St. John's Library provided meeting space, kitchen facilities and EAL/ABE displays on Canadian language, culture and lifestyle. The program ran only until November 2008, due to their clientele's transportation concerns.

As an outcome of the meeting room renovation in 2008, in 2009, St. John's received four Internet-capable computers with installed Microsoft Office, Windows Paint and a dedicated laser printer all for the meeting room space. The Homework Club makes use of these PC's as rewards for students finishing their homework early. Much effort has been made during Outreach to find a way to further incorporate these PCs into St. John's programming. Recently, the PCs allowed St. John's to exceed the capacity offered by the Library portable Computer lab, for computer training seminars.

Current initiatives include: the testing of the Teen Program in a Box developed by Youth Services librarian Sophie Walker; the organization of the Summer Reading program to start at the end of June 2010; and the resumption of the St. John's Homework Club in the fall of 2010. The Teen Program-in-a-Box tested by St. John's was a duct tape craft program entitled DUCTIGAMI and was well attended. It represents the beginnings of new programming aimed at the teenage level.

Ms Burgess thanked Mr. Jacobson for his comprehensive presentation and his excellent work with the community.

Mr. Jacobson answered Board members' questions. So far, the St. John's High School anniversary planners have not contacted St. John's Library for events or displays. However, the Library is working with the school on a drug awareness project, in which students will create displays that St. John's Library will showcase.

Ms Burgess acknowledged Mr. Jacobson's outreach initiatives, conducted while dealing with staff vacancies. She said that Mr. Jacobson will be missed at St. John's, when he relocates in the fall.

Before departing, Mr. Jacobson provided the following information on the branch's catchment area:

- 16% of population is age 9 or younger.
- 31% of population has no degree, certificate or diploma
- 16% of population has declared themselves to be Metis
- 18% of population has declared themselves to be Aboriginal

5. Guest Ivan Michalchyshyn

Ms Burgess introduced Mr. Michalchyshyn, Chair of the Lord Selkirk-West Kildonan Library Advisory Committee, and added that he is one of the co-writers of the Winnipeg Free Press' year-end-in-review trivia quiz.

Mr. Michalchyshyn welcomed Board members and brought greetings from his LAC. He spoke about his LAC's initiatives which had focused on the Books2Eat event and the possible production of a bookmark to advertise LACs.

6. Approval of April 12, 2010 Minutes

On page 6, item 6 (h), the wording of the second sentence should be: "The Winnipeg Arts Council will be funding some of the park's art structures and the water wall."

On page 6, item 6 (i), members advised that the last clause should read "and the rest are audio-books". The amended minutes were approved on a motion by C. Kolybabi-Labossiere and seconded by B. McDonald.

7. Matters Arising from the Minutes

a. Board nominees to LAC

In response to the Board's request to appear before the East Kildonan-Transcona Community Committee, the Community Committee Chair, Councillor Browaty contacted Ms Graham and then Ms Burgess, who explained the Board's By-law requirements. Councillor Browaty assured Ms Burgess that the matter would be resolved. Ms Burgess and Ms Kolybabi-Labossiere also met the Councillor at the Henderson Library Open House. Ms Graham said that, according to the official meeting disposition, the matter was not discussed at the subsequent Community Committee meeting.

b. Annual Report

Ms Graham said that the agenda deadline for report submission for the May 26 meeting of the Standing Policy Committee on Protection and Community Services is May 19. Ms Burgess will be available to present the report on May 26.

c. Manitoba Library Associations' conference

Conference organizers have limited space for the opening night dinner. The Board had requested 14 tickets but only 10 are being provided. The list of attendees was reduced accordingly. Attending conference sessions will be R. Burgess, D. MacEwan, B. McDonald, S. Singh, and A. Wallace. Dr. MacEwan and Ms Wallace will also be volunteering and therefore can attend some sessions free. The Board's conference cost, therefore, will be \$650.

d. CPR

Ms Kolybabi-Labossiere said she had been honoured to teach CPR to R. Burgess, A. Wallace and D. MacEwan.

8. Reports

a. Chair

Ms Burgess said that the May 1 room dedication, at Windsor Park Library in memory of Dr. Allan Patterson, was well attended. The family was very impressed with the turnout, warm speeches, the plaque, refreshments and decorations. Ms Burgess thanked Mr. Walker, his staff, Riel LAC participants and Ms Kolybabi-Labossiere, who obtained the lovely floral arrangement on behalf of the Board.

The Board's Advocacy Committee will meet on May 10 at St. James-Assiniboia Library. Committee members are R. Burgess, V. DePape, C. Kolybabi-Labossiere, B. McDonald, and J. St. Hill.

b. Treasurer

J. Watt distributed and reviewed the Board's financial statement dated May 3, 2010. He explained that he had removed \$15,000 from the "Library Research and Reports" line, as that had been a 2009 expenditure. The City's grant of \$88,128 has been received. Ms Graham thanked Mr. Walker for expediting the grant.

**MOTION: J. Watt / C. Kolybabi-Labossiere
That the Board approve the 2010 grant of \$15,000 to the Winnipeg
Library Foundation.**

Carried

If there are any available funds at the end of the year, the Board will consider an additional grant to the Library Foundation.

Mr. Watt also spoke about various options for upgrading the Board's office equipment and software, and Ms Burgess explained the rationale. Mr. Watt and his brother, who has considerable expertise in this area, will investigate options and costs. It was noted that the Board might qualify for an educational licence for the software.

c. Executive

Re the Board's next strategic plan development, Mr. Watt has prepared a draft Request for Proposals that would be sent to selected contractors who might be interested in facilitating a session with the Board in the fall and in writing the plan. The RPF will be refined and sent by early next week. The submission deadline will be June 15, 2010.

As requested by the City's Corporate Finance Department, the Board has submitted its consolidated financial document, for which we received thanks.

Ms Kolybabi-Labossiere has posted on Flickr the photos she took of renovated libraries she toured during the Ontario Library Association conference in Toronto in February. The link had been sent to Board members, and Ms Burgess asked for comments. One member noticed that the art and furniture would require a substantial budget. The amount of glass / windows was appealing. Mr. Walker said that he was impressed with the improved accessibility and modernized appearance. In response to questions, Mr. Walker said that Winnipeg's Carnegie Libraries have holographic fireplaces. St. John's Library has an institutionalized look.

d. Community Outreach

Ms Mabee reviewed the Language and Literacy grants selection. The recipients of the \$1,000 grants are:

- Elizabeth Fry Society, which will partner with St. John's Library staff, on a writing and communications project for women;
- Lord Nelson School which will work with Sir William Stephenson Library, to provide Vietnamese-English dual language materials and related programs;
- Spence Neighbourhood Association, which, in partnership with the West End Library, will focus on family literacy.

A member of the selection committee suggested some changes that the Community Outreach Committee might consider for the next application form. The panelists were Carol Hryniuk Adamov, who is a reading clinician, LAC Chair Iyvan Michalchyshyn, WPL Outreach Librarian Monique Woroniak, and Ms Mabee.

The next meeting of the Community Outreach Committee will be on May 20 at Millennium Library. Guest speaker will be the Library's Administrative Coordinator of Community Outreach and Marketing, Kathleen Williams.

e. Manager of Library Services

Mr. Walker distributed his report (see Appendix A). The report covered the Henderson Library Open House and subsequent closure for major renovations, On the Same Page windup, renovations at Louis Riel Library, Aboriginal Youth Strategy update, an hours' survey for Millennium Library customers, and responses to requests from the City Centre Library Advisory Committee. In response to a question, Mr. Walker said that the Aboriginal Elder program will be funded for two years.

f. Board Reps to Library Advisory Committees

LACs have not met since the last Board meeting. The dates and locations of upcoming meetings were noted. Ms Mabee will attend the Riel meeting, as both designated Board representatives have conflicts that evening.

One of Ms Kolybabi-Labossiere's roles as Vice Chair is as LAC liaison. She will attend one meeting of each LAC this year. She will also meet with LAC Chairs in mid-June; Ms Graham will set up the meeting.

g. Speakers' Bureau

D. Hultin said that his public service announcement is still appearing intermittently in the Free Press' Billboard column. Mr. Hultin will contact Councillor Pagtakhon about an opportunity to address an audience at the Philippine Canadian Cultural Centre.

h. Winnipeg Library Foundation

Ms Burgess said that at the May 2 Books & Brunch event presented by the Friends of the Winnipeg Public Library, she informally asked Library Foundation Chair Sandy

Hyman to come to the September meeting of the Library Board, to give an update and to share their needs. Mr. Walker said that the WLF priorities are the Millennium Library Park and renovations to the Carnegie Libraries. WLF has received grants from the Winnipeg Foundation and the Winnipeg Arts Council for the park. The park's landscape architects will attend the November meeting of the Library Board.

i. Manitoba Public Library Services

MPLS Executive Director T. Surgenor was unable to attend today's meeting.

9. New Business

e. LAC brochure

Ms Kolybabi-Labossiere will forward, before her meeting with LAC Chairs, a mock-up of the brochure, for feedback and suggestions. She will also take the handout prepared for the Riel LAC Meet-and-Greet, upon which the draft brochure is based. A tear-off section might be included, for those wishing to express interest in joining a LAC.

Ms Kolybabi-Labossiere also listed other agenda items for the meeting with LAC Chairs.

10. Other Business

MOTION: C. Kolybabi-Labossiere / J. Mabee

**That this meeting of Winnipeg Public Library Board move
*in camera.***

Carried

MOTION: A. Hoeft / B. McDonald

**That this meeting of Winnipeg Public Library Board return to a
meeting of the whole.**

Carried

11. Date and Location of Next Meeting

June 7, 2010 at 5:15 p.m.

**Transcona Library, 111 Victoria Avenue West, between Bond and Day
Streets**

12. Adjournment

The meeting was adjourned at 7:45 p.m. on a motion by C. Kolybabi-Labossiere.

Appendix A

Manager's Report April 27, 2010

1. Henderson Library Open House & Closure

The Library had a successful Open House on Saturday April 24, 2010. Over 100 people dropped in to see five presentation boards that provided an architectural vision for the project. The vast majority of comments were very positive about what we being proposed for the space.

The branch closed on Monday April 26 and staff have been packing up material and moving it out since that time. A book drop and holds pick up has been set up at the Bronx

Park Community Centre and Munroe Library has had its hours of operation extended throughout the closure. Construction is slated to start the week of May 10th.

2. Open the Same Page Event

The windup of the On the Same Page Program this year will be held on Tuesday May 4, 2010 at 7:30 p.m. at the McNally Robinson on Grant. All Board members are invited to attend. Joan Thomas will be speaking about her experiences as the On the Same Page author.

3. Louis Riel Library

Louis Riel Library is slated to close on Monday May 17, 2010 for a six week period until the end of June for renovations and replacement of furniture and shelving. During that time, books can be returned at the branch, but holds will be available from the St. Vital Library.

4. Aboriginal Youth Strategy Update

The consultants have indicated that the report is finished and will be printed and sent to us shortly. They are also preparing a Powerpoint presentation that can be given to the Board at the future meeting.

The Library has several AYS projects underway as part of the funding initiative from the City of Winnipeg.

- Betson Prince, has been hired as the Elder in Residence and will be starting shortly. He will be holding programs, and working with the library on initiatives that encourage Aboriginal youth to use the library.
- The Aboriginal Reading in the Round area at the Millennium Library will soon be adorned with new art panels prepared by participants at ArtCity. A launch will be planned and we will let you know the dates.
- Aboriginal Collections have had material purchased and added to the system.
- Two students from R.B. Russell School have expressed an interest in being on the library's Youth Advisory Committee. This will help bring more diversity to this committee.

5. Millennium Library – Hours Survey

In later May we will be conducting a public survey to determine if the public would like to see the hours of Millennium Library expanded. This survey is being done in preparation for a report for Council that came out of a request from our Standing Policy Committee.

6. LAC Request Updates City Centre/Fort Rouge LAC

1. The Library does not carry kindle books, or other e-book devices and has no immediate plans to begin to get into this type of service. The library does offer downloadable e-books from a company called OverDrive that can be downloaded to a library patron's computer or other device. Over 28,000 e-books and e-audio books are currently available.

2. Sunday hours were added to Henderson, Westwood and Pembina Trail in 2010. Council has asked us to look at Millennium hours. A survey and report are being prepared.

3. Providing tax receipt for library fines does not comply with Revenue Canada tax laws.

4. The Library does not see the benefit of preparing a report on impact of fines on customer satisfaction. While we understand that patrons do not like to receive fines, they are a reasonable measure to encourage patrons to return material before the end of the loan period so that others may benefit from this free service. Fines can be avoided by returning materials on time. The library does waive many fines annually where exceptional circumstances are involved.

5. The library will be applying for grant to restore three paintings in June from Winnipeg Foundation.

6. The library is currently working on securing municipal heritage status for St. John's Library, but will not be pursuing National Heritage status.

7. No libraries other than Cornish library are part of the Open Doors Event. Open Doors focus on the inner city area and heritage buildings. The Cornish Library is the only inner city library that qualifies.

8. The Books2Eat event is being looked at for April 2011 at the Millennium Library.