

**Winnipeg Public Library Board meeting**  
**Monday, October 7<sup>th</sup>, 2013**  
**Millennium Library – 251 Donald Street – Buchwald Room**  
**Minutes**

**In Attendance: Bob Foster; Joan Blakley; Orest Kinasevych; Jacqueline St. Hill; Trevor Surgenor; Bill Zuk; Gail Doherty; Corie Seburn; David Chung**

**Regrets: Rick Walker, Councillor Browaty; Councillor Eadie; Jeff Kovalik-Plouffe and Reesa Cohen**

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

Bill Zuk called the meeting to order at 5:04 p.m.

**2. Guests**

Bill Zuk introduced Gail Doherty, Administrative Coordinator of Central Library Services who was attending to give an update on Central Services and she also attended on behalf of the Manager of Library Services.

A copy of Gail's report will be sent out with the minutes.

**3. Approval of Agenda**

**Motion: Joan/Jacqueline**

That the agenda be accepted as distributed.

**Carried.**

**4. Approval of September 9<sup>th</sup>, 2013 - Minutes**

**Motion: Orest/Joan**

That the minutes be approved with the following change – Item # 3 it should read Books2Eat not Books2East.

**Carried.**

**5. Reports**

a. Chair

Bill Zuk

1. Letter to Corporate Finance request funding for 2014
  - Recently completed letter to request funding
  - Letter has been sent to Rick & Jacqueline
  - Bill reviewed the letter with the committee members
2. Letter requesting meeting with Mayor & Council Members
  - A letter will be sent once the funding request letter has been sent
3. Approval of 2014 Meeting Dates & Locations
  - A concern was raised with regard to the January 6<sup>th</sup> – which is Ukrainian Christmas Eve
  - Rick Walker will revise and send updated listing

- b. Treasurer Bob Foster
1. Auditor Appointment
    - Three estimates – one ruled themselves out
    - Very close between the other two proposals

**Motion: Bob/Orest**  
That the recommended firm of Scarrow & Donald, LLP be hired to perform the Library Board's 2013 financial audit for the fee of \$2,500.  
**Carried.**

    - Bob distributed the Library Board Financial Statements for committee members to review.
    - It was noted that the grant monies for the Language and Literacy grants have not been disbursed and applicants have not been notified.
    - Some upcoming expenditures:
      - o additional costs associated with advertising for board vacancies
      - o Writer in residence
      - o Strategic Planning – looking at for next year
      - o Could look at another research project
      - o Professional development for board members
    -
- c. Community Outreach Bill Zuk
1. Jack Montgomery Writers Program for 2013 – update
    - Will meet to discuss following the meeting
- d. Manager of Library Services Report Gail Doherty
- A copy of the manager's report was distributed and reviewed.
- e. Public Library Services Trevor Surgenor
- Trevor – customer service survey which is similar to the one that WPL is currently doing.
  - Public Library Advisory Board will meet later this month and Rick and Councillor Eadie sit on this board as well
  - Open shelf – no longer providing books by mail service – no longer a viable service and numbers have been declining over the years
  - Looking at installing starter collections in remote communities. The hope is that they will become a full library. Each community must have 3 community champions and support and training will be offered from PLS
  - Working to replace Library Aboriginal consultant
- f. LACs Board Reps.
- Assiniboine – October 26<sup>th</sup> meeting
- Encouraged by things that were being done

- Felt encouraged – name tags; other suggestions that came from their ideas
- Suggested it be mandatory for each LAC to plan event around History project
- City Centre and Riel will meet in early December
- If a full complement of LAC members is achieved we will have to look at a better orientation for them.

## **6. Other Business**

- Breakfast with Bookmates – As Reesa is no longer able to attend we need a volunteer to attend in her place - Bob agreed to attend the breakfast.

## **7. New Business**

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

Monday, November 4<sup>th</sup>, 2013 – Henderson Library, 1 – 1050 Henderson Highway at 5:00 p.m.

## **9. Adjournment**

**Motion: Orest/Bob**

**That the meeting be adjourned at 6:33 p.m.**

## **Winnipeg Public Library Board**

Manager's Report  
October 7, 2013

### **1. Facility Update**

- Fort Garry continues to be under renovation. Work has restarted as solutions to water leakage issues have been determined. It is anticipated that it will reopen in late November/early December.
- St. James renovations on second floor near completion. Additional renovations will occur in the new year on the main floor that will result in temporary closure of the library. Painting, re-carpeting, new circulation counter to address ergonomic issues and new furniture.
- Decision on Charleswood Library report anticipated soon.
- Working on RFP for Windsor Park Library. Should be out soon.
- The St. Boniface Library has reopened. New carpet was laid in the one area that was previously untouched. All renovations have now been completed.
- Heritage Building status for the St. Vital Library is pending. The goal of the library is to hire architectural services later this year/early next year.

- The library has prepared a program of requirements for the Transcona Library. A Public open house will be held in October and our goal is to issue an RFP for architectural services before the end of the year.

## **2. Annual Report 2012**

The annual report is now available in print and is on the library's website.

## **3. Eve Dutton**

Attended Library Branch Head's meeting to talk about the project, met with Branch Heads and arrange opportunity to visit their branches.

## **4. Summer Reading Program – Statistics**

A summary of the numbers from the Summer Reading Program will be presented at the meeting.