

**Winnipeg Public Library Board meeting
Monday, March 3rd, 2014 at 5:00 p.m.
Millennium Library – Buchwald Room
Minutes**

In Attendance: Bob Foster, Jeff Kovalik-Plouffe, Joan Blakley, David Chung, James Houston, Iyvan Michalchyshyn, Bill Zuk, Gordon Crook, Aengus Bridgman and Orest Kinasevych

1. Call to order, welcome, housekeeping Bill Zuk

Bill Zuk called the meeting to order at 5:13 p.m.

2. Guests:

Monique Woroniak, Aboriginal Services Rick Walker

Rick Walker introduced Monique Woroniak to the Board members. Monique distributed handout based on her presentation.

Library Strategic Planning Consultants – Vince Verlaan; Ken Roberts; Daphne Woods & Emory Davidge

Rick introduced the consultants to the Board members. He explained that the Library has hired Verlaan Consultants to assist the Library in writing a new 5 year strategic plan. Vince Verlaan discussed the process map and what has been done to date. Vince indicated that they will be giving regular updates to the Board over the course of the process.

3. Approval of Agenda Bill Zuk

Motion: Joan/Jeff

That the agenda be approved as distributed.

Carried

4. Approval of February 3rd, 2014 Meeting - Minutes Bill Zuk

Motion: Bob/James

That the minutes from the February 3rd Library Board Meeting be accepted as distributed.

Carried.

5. Reports

a. Library History Project

- Eve is working on the book
- Need to look at how we will publish and print
- Sub-committee members are: Bill, Joan, Orest, Rick and Jeff
- Jeff will send out an email to arrange a meeting
- Joan reported that the “meet the author events” have been organized
- She asked Board members to assist with events in their area

b. Chair

Bill Zuk

- Bill received a MLTA survey – he will complete the survey and send it back.
- Received a request to sponsor MLA conference - \$2,500 sponsorship for keynote speaker.
- Bob noted that he was concerned due to the short notice of the sponsorship request for the MLA Conference. He indicated \$2,500 is extensive for our means, although it is a worthwhile cause and the conference is not held every year.

Motion: Iyvan/Bob

That we contribute \$1,000 to the MLA conference.

Carried.

The Board discussed what kind of advertising or information would we like to be included in the conference bags. Aengus offered to put together a brochure for the board. Corie will send Aengus what we have done.

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c. Treasurer

Bob Foster

Bob Foster reported that he had received an email from our bookkeeper indicating that we have to have a consistent practice when people attend conferences. We either ask them to keep receipts and pay out on actual expenditures or we pay attendees a per diem.

Motion: Iyvn/Joan

That reimbursements for conference expenditures be paid out on actual expenditures which are supported by receipts.

Carried.

d. Community Outreach

Bill Zuk

Motion: Bill/Aengus

That \$750.00 be paid out from the Jack Montgomery fund for the following:

Inside Publishing

Offered in partnership with the Writers' Collective of Manitoba, Inside Publishing is a "glimpse behind the curtain" of the book industry. In 50-minute sessions you'll get the inside scoop from the authors, editors, or publishers of different books. We'll look at various genres, hear about habits, processes, what really fires an editor's rockets, and a whole lot more. This year's line-up will include Anita Daher and Peanut Butter Press talking about picture books, David Robertson and Portage and Main Press talking about Graphic Novels, and much, much more. Millennium Library, Carol Shields Auditorium on Saturday, April 12 starting at 11 a.m.

Carried.

- e. Strategic Plan Joan Blakley
Joan reported that she has a draft letter to go out to consultants.

Motion: Joan/Bill

That we spend up to \$2,000 to proceed with the strategic planning process.

Carried.

- f. Manager of Library Services Report Rick Walker
Rick distributed and reviewed his report.

- g. LACs Board Reps.
Assiniboia LAC meets tomorrow
LS/WK – next week
City Centre – meets on Thursday
Riel – meets on the 11th

- h. Public Library Services Report Trevor Surgenor

Tabled.

- i. Orientation Bill Zuk
Bill Zuk reported that we had a good attendance at the Orientation Session. He indicated that there were lots of good ideas.

- j. Upcoming Conferences
 - MLA – May 12th – 14th – Early bird registration deadline - April 14th
 - CLA – May 28th – 31st - Early bird registration deadline - April 18th
 - Let Corie know if you are interested in attending.

- 6. Other Business** Bill Zuk
Books2Eat – April 5th from 1:00 – 4:30 here at Millennium. An email will be sent out requesting board volunteers for the event. Joan asked Board members to help spread the word about this wonderful event.

- 7. New Business** Bill Zuk

8. Date and Location of Next meeting

Monday, April 7th, 2014 at 5:00 p.m. at Fort Garry Library, 1360 Pembina Highway

- 9. Adjournment – Motion: Gord/Aengus**
That the meeting be adjourned at 7:34 p.m.

Winnipeg Public Library Board Meeting

Manager's Report

March 3, 2014

1. Facilities Update

- Fort Garry Library – Successfully reopened on Friday February 28, 2014
- Charleswood Library – Work continues on schematic phase of process. Plans to be signed off on by March 5, 2014
- St. Vital Library – Have received report last week recommending heritage building designation for library and certain features that will need to be preserved. Will be hiring architecture consultant shortly to determine what can be done with building to improve accessibility and functionality and to determine scope of costs involved. Working on separate tender for elevator for building and signage for the exterior of the facility.
- Transcona Library – First step in process will be an open house for community on March 11, 2014 from 4-8 p.m. at Canad Inns Transcona
- St. James Library – Plans for renovation being finalized. Branch slated to close sometime in next couple months for renovations to first floor
- Cornish/St. John's Library - Library Foundation gearing up for public launch sometime in May 2014

2. Millennium Library Gang Issues

- a. Millennium Library has been experiencing gang and gang related activities. We have been implementing a number of solutions and working very closely with the Winnipeg Police Services to address the problems. Recent arrests and increased security presence and procedures are starting to make a difference.

3. Leisure Collection

- a. Council has approved our report on establishing a partnership with U of M. to set up Leisure Collections and the Neil John McLean Library for the staff/faculty and public to borrow. Will be working towards a roll out in April 2014.

4. IT Update

- a. Currently looking at upgrading our bandwidth capacity to increase speed and responsiveness of WiFi and Internet access
- b. Working on launch date for smartlocker technology at West End Library
- c. Working on launch of new catalogue interface in response to customer feedback from our survey tool – Launching soon
- d. Have signed agreement with Hoopla – Streaming media service – Working on set up and launch over the next couple months

