

Winnipeg Public Library Board Meeting
Monday, May 5th, 2014 at 5:00 p.m.
Millennium Library – 251 Donald Street

Minutes

In Attendance: Bill Zuk; Reesa Cohen; Bob Foster; Councillor Smith; Bonni Book;
Joan Blakley; David Chung; Jeff Kovalik-Plouffe; Orest Kinasevych;
Gordon Crook; Trevor Surgenor and Rick Walker

Guests: Karin Borland; Sandy Hyman; Jacqueline St. Hill and Kym Scwaluke

Regrets: Councillor Havixbeck; Iyvan Michalchyshyn; James Houston and
Aengus Bridgman

1. Call to order, welcome, housekeeping

Bill Zuk

- The meeting was called to order at 5:08 p.m.

2. Guests

Karin Borland, Administrative Coordinator of Youth Services

- The role of the Administrative Coordinator of Youth Services is to work with staff and external partners to provide high quality programs for youth and families.
- Some external partners that have assisted in program delivery, resource development or funding include: Society of Manitobans with Disabilities, Frontier College, Louis Riel Institute, Royal Winnipeg Ballet, Manitoba Chamber Orchestra, Winnipeg Folk Festival, Winnipeg Humane Society, Winnipeg Goldeyes.
- Customer Service Assistances are the lead people for Youth Services in branches that provide various programs, participate on outreach activities and neighbourhood coalitions, meet-and-greet visitors from schools/daycares, maintain a collection, create family friendly and teen friendly spaces, and help customers access resources.
- Assistant branch heads meet quarterly to share experiences and ideas to enhance programs, learn about new procedures and discuss issues with their colleagues
- Library staff are involved in providing feedback to administration in regards to materials and programs that should be focused on.
- Youth services has evolved from only offering story time to children aged 3 to 5 years old to being able to provide four types of pre-school programs, programs for school-aged children and teenagers. Currently a tween (ages 9 to 12) program is being developed.
- It was reported that in 2013: 2,373 Youth Service programs were provided and had 58,870 attendees.

- Web content has been developed to target parents, caregivers, children, education, literacy and how to choose books for children of different ages.
- In late 2013, the Youth Service Librarian committee provided training workshops in services and programs for different age groups that was offered to library staff to assist in service delivery. Feedback had been received from participants and more specialized sessions will be developed such as Baby Rhyme Time or helping reluctant readers.
- Current projects include collaborating with Manitoba Early Learning and Child Care to develop public workshops aimed at child care providers to share the knowledge that Library staff have obtained throughout the years. Literacy playgrounds are being installed at branches to enhance the learning environment for families. Fort Garry Library was used for the pilot with the Millennium and Charleswood libraries to be the next to have their own literacy playgrounds.

Sandy Hyman, Winnipeg Library Foundation

- Adaptive books have been purchased to assist with individuals who have a hard time using print copies.
- Fundraising for the St. John's and Cornish Library
 - o On June 10 and 12 the Winnipeg Library Foundation will be launching their fundraising campaign at the Win Gardner Place and the Cornish Library for the renovations at the St. John's and Cornish branches. Funds will be raised to make the buildings more modern and accessible for the public.
 - o Helen Norway has been named honorary campaign chair
 - o The Winnipeg Library Foundation members are meet with City Councillors and MLAs to ask for participation for this endeavor
- The Winnipeg Library Foundation is helping fund the Millennium Park renovation of the southeast corner to make it more accessible for individuals. Renovations should be completed by summer of 2014.

3. Approval of Agenda

Bill Zuk

Motion: Councillor Smith / Bob Foster

That the Agenda be accepted as distributed.

Carried

4. Approval of April 7th, 2014 Meeting - Minutes

Bill Zuk

Motion: Joan Blakley / Reesa Cohen

That the minutes from the April 7th meeting be accepted as distributed.

Carried

5. Reports

a. Chair

Bill Zuk

- Reviewed revised documents of the Board and LAC regulations/procedures with members

Motion: Orest Kinasevych / Bonnie Book

That revisions to the Board and LAC regulations/procedures documents be accepted as recommended.

Carried

- WPLB By-law indicates that recommendations for appointment should come from the Board. The City Clerk's Department has addressed the question about the Board's involvement with the appointment process. The City Clerk's department will bring this to the attention of council that the Board should be consulted in regards to appointments.

b. Treasurer

Bob Foster

- Quarterly report was provided to the Board for review
- Bob reminded members that the Board sets their budget at the beginning of the year

c. Community Outreach

Bill Zuk

- Language and Literacy grant applications were reviewed on May 1, 2014
- The following recommendations were presented
 - o That a grant of be given to the Frontier Literacy Learning for Life program
 - o That a grant of be given to the Pembina Trial's Change and Literacy program

Motion: Joan Blakley / Gordon Crook

That grants be awarded to the recommended applications be accepted.

Carried

d. Strategic Plan

Joan Blakley

- One proposal was received from Big Sky Concepts
- Strat Plan will probably be held in the Fall 2014

Motion: Joan Blakley / Bill Zuk

That the Big Sky Concepts submission be accepted.

Carried

e. Library History Project

Jeff Kovalik-Plouffe

- Eve Dutton has been approved to receive her payment installment; the second payment will be distributed upon completion of the project around December 2014
- Discussion on how many copies, fundraising, gifts and other distribution was conducted
- An RFP for publishing will need to be issued out
- Eve is invited to the next Board meeting on June 2, 2014
- Formal launch of the book is tentatively set for June 2015
- An e-version of the book will be examined at a later date

f. Manager of Library Services Report

Rick Walker

- Refer to page 6

g. LACs

Board Representatives

- Riel Library had a Meeting the Author night
- Riel LAC has a vacancy and requires a board member
- Aengus Bridgman will be asked to be appointed to the City Centre LAC

h. Public Library Services Report

Trevor Surgenor

- The Manitoba Government had passed the Accessibility Act in December 2013
- Encourage members to participate in the survey and provide feedback
- Timelines when buildings will have to convert to be more accessible is still to be determined. Historical buildings will have a longer time period because the province acknowledges it will be a process to have facilities be accessible to the public
- It was asked if facilities will be required to have trained staff in first aid and CPR; and if a defibrillator will be required. It was stated that it is recommended but not necessary
- Rick reminded the Board that Winnipeg Libraries has an active Health and Safety committee that encourages training and has established safe work procedures

i. Upcoming Conferences

- Manitoba Libraries Association (MLA) 2014 Conference
 - o Board Delegation: Bill Zuk, David Chung, Bonni Book
 - o Gord, Rick and Trevor are also attending but as part of their employment
 - o Jane Fudge has been nominated for the MLA Volunteer award due to her extensive contribution of time and efforts to libraries. If awarded, members are encouraged to attend the MLA banquet on May 13, 2014 at the Delta Hotel
- Canadian Libraries Association (CLA) 2014 Conference
 - o Board Delegation: Joan Blakley and Councillor Smith
 - o Rick will be attending

6. Other Business

Bill Zuk

- Books2eat was a successful event that was held on April 5th, 2014. Feedback/suggestions received included the following:
 - o There was not enough events for older kids – next year events for tweens/teenagers will be considered
 - o For next year, more attention will be made on trying to get more culinary participants either as students, professionals or home-based levels
 - o A guest judge maybe considered
 - o Two dates at the end of April will be considered as the beginning of April did not seem like a good date to choose because of March Break

7. New Business

Bill Zuk

None

8. Date and Location of Next meeting

June 2nd, 2014 – Westwood Library

9. Adjournment

Motion: Reesa Cohen / Joan Blakley

That the meeting be adjourned at 7:13 p.m.

Winnipeg Public Library Board Meeting Manager's Report

May 5, 2014

1. Inspiring Ideas Campaign

The Library had a very successful launch to the public phase of our Strategic Planning process on April 28, 2014 at the Met Theatre. From now until the end of June, we are hoping to hear from thousands of Winnipeggers about what they want from their library – now and into the future.

How you can get involved:

- Complete our short, interactive [online survey](#) (there's a chance to win an iPad mini!). Paper copies in large print and in French are available at all libraries.
- Watch our short [project video](#) and share it with your friends, family, organizations and networks.
- Talk to our Ambassadors at various [community events](#), at any of our 20 libraries, or at any of our mobile program sites.
- Attend one of 4 [Ideas Fairs](#) to give your input through interactive stations. Door prizes and activities for all ages so bring the whole family.
- Sign up for updates through our *Inspiring Ideas* website and keep informed as we develop a new Strategic Plan.

Help spread the word! Please share the *Inspiring Ideas* website inspiringideas.wpl.winnipeg.ca.

2. Leisure Collection Launch

On Monday May 12, 2014 at 1:30 p.m. at the Neil John Maclean Library on the Health Sciences Campus, the University of Manitoba and Winnipeg Public Library will be formally launching this partnership. Now officially known as the Relax n' Read (R n' R) collection will provide a leisure collection of fictional material for faculty, students and the general public who use the library to borrow. A reception will follow and all Board members are welcome to attend.

3. Facilities Update

Charleswood Library

The tender for the construction of the new Charleswood Library is out and should close this week, and be awarded next week. Construction will start with demolition in the next few weeks.

St. James Library

Tenders for construction have closed and have been awarded. Construction is to start in late May/Early June on main floor renovations to the branch. The Library will be closed from May 26 until July 7, 2014 and notification will be provided to the community shortly.

Millennium Library Park

The second phase of renovations is slated to occur this summer in the park. The corner of Smith Street and St. Mary's Ave. will be renovated to improve accessibility and visibility into the park and to add to the landscaping in the area.

4. Winnipeg Humane Society

On May 7, 2014 at the Winnipeg Humane Society (WHS) the Library will be receiving an award from the WHS. The Outstanding Partnership Award is being presented to the library for the "See Spot Read" program.

Since spring of 2011, a unique partnership has brought together Winnipeg Public Library, the Winnipeg Humane Society and St. John Ambulance to pair elementary school children with therapy dogs at the Library for this effective and very popular reading program. The dogs are reading buddies for students who have been selected by reading clinicians at their school to participate in the program. Reading to a non-judgmental canine buddy, in a low-pressure environment, gives shy and reluctant readers new confidence and strengthened literacy skills.

Currently delivered at West Kildonan Library and St. John's Library, the program has provided greater access for children who face challenges with reading. In the past, some schools were unable to participate because of their distance from the WHS shelter.

The Library provides an orientation to WPL, including the benefits of library membership. Staff create book displays each week and encourage reading by promoting the Library's programs such as the TD Summer Reading Club. The library contributes a WPL tote bag and small gifts for each student upon their graduation from the program.