

Winnipeg Public Library Board Meeting
Monday, June 1 2015 at 5:00 p.m.
St. Boniface Library – 100 – 131 Provencher Boulevard

Minutes

In Attendance: Bill Zuk; Bob Foster; Bonni Book; Joan Blakley; Gordon Crook; Diana Szymanski; David Chung; Orest Kinasevych; Alison McCullough-Butchart; Jeff Kovalik-Plouffe; Councillor Allard; Councillor Dobson and Rick Walker

Regrets: Pamela Zorn; Trevor Surgenor and Aengus Bridgman

Guests: Edith Boulet, Branch Head of St. Boniface Library

1. Call to order, welcome, housekeeping

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

2. Guest

Edith Boulet, Branch Head of St. Boniface Library

- Rick Walker and the Winnipeg Public Library Board (WPLB) welcomed Edith Boulet, Branch Head of St. Boniface Library
- Edith had started as a Children's Librarian 29 years ago with Winnipeg Public Library (WPL) and has been Branch Head of St. Boniface for 10 years
- The branch operates as the French Central Service for the system and requires that all of its employees be fully bilingual
- Computer stations at the branch are very well used ranking 5th out of the 19 branch
- Study tables and room bookings are also very popular with customers, especially on the weekends
- This year the branch is concentrating on offering more adult programs such as French Immigration law program and income tax preparation
- Another thing the branch is working towards is improving their outreach services. One of the most recent events attended was the "Grouille ou rouille" (which means "Move or Rust") which is a seniors annual event that promotes healthy living amongst the population aged 55+. Staff highlighted its workout DVDs, health books, self-help materials and a variety of cookbooks.
- Children programming continue to be popular with customers and daycare. Three French daycares come in weekly for story time – one of the daycares has been attending story time for 28 years
- The branch is responsible to circulate French deposits to other branches on a yearly basis to ensure that customers have access to French materials outside of St. Boniface Library
- New French materials have been delivered at Millennium Library recently and staff are eager to receive them to offer them to the public

Question: Do other schools from other school divisions come and visit the library?

Answer: Yes but it is not as frequent as daycares/schools around the area. However, it appears since the opening of the Human Rights Museum there has been an increase in visits

Question: Has there been any renovations to this branch?

Answer: Yes, the branch has received new shelving, been repainted, carpet has been replaced and received a new counter at the front.

Question: How many people can the program room hold?

Answer: 60 people in chairs

Question: Is this branch accessible?

Answer: Yes, there is an elevator that connects to the branches 2nd floor through the main building

3. Approval of May 4, 2015 Meeting Minutes

Motion

That the minutes from the May 4, 2015 meeting be approved as distributed

Carried

1st: Bonni Book

2nd: David Chung

4. Approval of Agenda

Motion

That the agenda be approved as distributed

Carried

1st: Diana Szymanski

2nd: Alison McCullough-Butchart

5. Approval of Consent Agenda

Motion

That the items on the consent agenda be approved as distributed

Carried

- LAC Regulations & Procedures
- Books2Eat Final Expenses

1st: Alison McCullough-Butchart

2nd: Bill Zuk

6. Reports

Item	Description	Action
Manager's Report <i>Rick Walker</i>	See Appendix A	
Chair <i>Joan Blakley</i>	<i>Library Advisory Committee Chairs Meeting</i> <ul style="list-style-type: none">- Scheduled for June 18, 2015- Purpose of meeting is increase communication with the LACs- May try to do every six (6) months <i>Conferences</i> <ul style="list-style-type: none">- Diana and Orest will be attending the CLA 2015 Conference- Board members are encouraged to look at other conferences available and contact Joan if interested in attending- A 10 - 15 minute verbal report is to be provided upon return to share what was learned at the conference back to Board members <i>LAC Role & Procedures</i> <ul style="list-style-type: none">- Combined two (2) documents into one for review and discussion- Will circulate to LAC members for input <i>Consent Agenda</i> <ul style="list-style-type: none">- It was suggested that a consent agenda process be used at Board meetings- A brief explanation was provided on how process will work	

Item	Description	Action
Vice-Chair <i>Jeff Kovalik- Plouffe</i>	- Any Library Board member interested in joining one of the committees to contact Jeff directly	
Treasurer <i>Bob Foster</i>	<i>No report</i>	
Public Library Services Branch <i>Trevor Surgenor</i>	<i>No report</i>	
Library Advisory Committees <i>LAC Reps</i>	<p>Assiniboia – held meeting City Centre – meeting has been scheduled for future date East Kildonan-Transcona – last meeting May 4, 2015 Lord-Selkirk-West Kildonan – meeting scheduled for June 3, 2015 Riel – last meeting May 11, 2015. Excited about the Windsor Park Open Houses. The LAC is looking to do events outside the library branch such as St. Vital Shopping Centre.</p> <p>- LAC citizen members are encouraged to get their questions or concerns to their Board representative or Chair</p>	

7. Library History Book Project

Item	Description	Action
Eve Dutton's Contact <i>No update</i>		- (carried over) Jeff Kovalik-Plouffe to provide extension letter to Eve to review and sign
RFP <i>Joan Blakley</i>	- Draft Request for Proposal (RFP) for Publishing the book is in finalizing stages before posting on the City of Winnipeg Materials Management website	

8. Strategic Plan

Item	Description	Action
Update <i>Joan Blakley</i>	<ul style="list-style-type: none"> - Discussed priorities and team leads for items discussed at the May 4, 2015 Board meeting - Looking to turn ideas into action committee(s) - It was suggested that if the Library Board holds events that the ward Councillor and/or the Library Board Councillors should be contacted 	

9. Other Business

None

10. New Business

Item	Description	Action
Manitoba Library Association <i>Joan Blakley</i>	<ul style="list-style-type: none">- Manitoba Library Association (MLA) annually presents awards at their AGM. Orest and Joan have previously sent letters of support to WPL in the innovation category.- Library Board members are encouraged to bring forward any award ideas to Joan- If any Library Board member is interested in volunteering for the 2016 MLA conference please contact Joan	

11. Date and Location of Next meeting

Monday, June 29, 2015 at 5:00 p.m.
Millennium Library (Buchwald Room) – 251 Donald Street

Guests: Tamara Opar, Section Head: Children and Teen Services

12. Adjournment

Motion

That the meeting be adjourned at 6:44 p.m.

Carried

1st: Orest Kinasevych

2nd: Bill Zuk

Post Meeting Announcements

TD Summer Reading & Teen Summer Reading Information please visit:
<http://wpl.winnipeg.ca/library/TDSR/TDSR2015.asp>

Windsor Park Open House Information please visit
<http://wpl.winnipeg.ca/library/pdfs/WINDSORopenhousePoster.pdf>

Appendix A

Winnipeg Public Library Board Meeting

Manager's Report

June 2015

1. Cornish/St. John's 100th Anniversary

The 100th Anniversary events for Cornish & St. John's have now been finalized.

The St. John's event will be on Friday June 12, 2015 at 10:30 a.m. starting with a formal ceremony followed by refreshments and entertainment. Councillor Eadie will be speaking on behalf of the City of Winnipeg. There will be other programs during the day for children and families.

The Cornish event will happen on Monday June 15, 2015 at 10:30 a.m. Mayor Bowman and Councillor Gerbasi, will be speaking. The official ceremony will be followed by refreshment and entertainment. There will be other programs during the day for children and families, including an evening showing of a film on the history of the Cornish Library prepared by the Friends of Cornish Library.

All Board members are encouraged to attend this special celebration. LAC members from these two areas have been asked to assist with the events in different ways. Formal invites will be sent to all Board and LAC members this week.

2. Windsor Park Open House

We have now had a second Integrated design process meeting and are now planning an open house to share design concepts with the public. We are now looking for a dates at the end of June for holding an open house at both the Windsor Park Library and the Bonivital Pool. **Once we confirm the dates and times we will let Board and LAC reps. know so they can help promote the events in the community and plan to attend and assist in gathering comments from the public.**

3. New LAC Admin Reports

Every few years we change the Library Administrative representatives to the Library Advisory Committees. It presents a great opportunity for our Librarians at other levels in the organization to use their leadership skills, share knowledge about libraries and our library system; and to gain a better understanding of community needs for library services. The new reps. are;

LS/WK LAC – Toby Cygman
EK/TR LAC – Alan Chorney
RIEL LAC – Trevor Lockhart
ASSINIBOIA LAC – Kirsten Wurmman
CC/FR LAC – Tamara Opar

This change takes effect immediately. I hope the Board reps. to LACs will welcome these new members and support them in their new roles.

Feel free to contact these new reps. and share your knowledge of the current LAC membership and the initiatives they are working on to support library services in their area of Winnipeg.

4. **W.K. Lamb Award**

This award is presented annually to a nominated library system for innovation in library services. Winnipeg public Library submitted a nomination for the work it is doing in renewing its library branches to be more accessible and supportive of the needs of seniors. While our library system was not selected, it was one of 10 a number of submissions that was recognized by the selection committee. The award will be presented to Ajax Public Library at the CLA conference this week.

5. **Staff Scheduling system**

The Library is in the process of purchasing and setting up a staff scheduling system to assist staff with finding replacement staff due to vacation, illness or other reasons. Staff spends considerable time manually calling staff while abiding by collective agreement rule to find replacement. The new automated system will be more efficient and save staff valuable time that can be used for other more customer focused functions.

6. **NNELS**

The National Network for Equitable Library Services is a digital public library of downloadable titles for people in Canada with perceptual disabilities. WPL has now joined this network and combined with services offered through CELA (Centre for Equitable Library Access) is now offering a wide range of services for print disabled Canadians.

If you know of anyone who has a print disability and is looking for reading material, please refer them to the Millennium Library, Special Services Unit, (204)986-6489.

7. **St. Vital Library Update**

Work on the elevator continues. The elevator has arrived and beginning to be installed. Because of the nature of the work being done inside the library, considerable disruption is beginning to happen. As a result the Library has decided to close on Wednesdays until the end of construction, and the Louis Riel Library has been opened on Wednesday to ensure that there is library service available in the Riel district.

A news release was sent out and copied to the Board and the Riel LAC members.