Winnipeg Public Library Board Meeting  
Monday, May 2, 2016 at 5:00 p.m.  
Sir William Stephenson Library – 675 Keewatin Street

Minutes

Present  Regret  Absent  Present  Regret  Absent
Joan Blakley (Chair)  ☐  ☒  ☐  Councillor Schreyer  ☐  ☒  ☐
Orest Kinasevych  ☒  ☐  ☐  Bonni Book  ☒  ☐  ☐
Pamela Zorn  ☐  ☒  ☐  David Kemp  ☒  ☐  ☐
Aengus Bridgman  ☐  ☒  ☐  Diana Szymanski  ☒  ☐  ☐
Alison McCullough-Butchart  ☒  ☐  ☐  Gordon Crook  ☒  ☐  ☐
Rick Walker  ☒  ☐  ☐  Gurdeep Chahal  ☒  ☐  ☐
Trevor Surgenor  ☐  ☒  ☐  Monique Ireland  ☒  ☐  ☐
Councillor Allard  ☐  ☒  ☐  Morley Walker  ☒  ☐  ☐

Guests:  Andrew McCulloch, Branch Head of Sir William Stephenson

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:10 p.m.

- Reminder Board members are to e-mail Joan to indicate if available for August 2016 meeting
- Business cards are being worked on for Board members to use

2. Guest

See Appendix A for presentation highlights

3. Approval of April 4, 2016 Meeting Minutes

Motion

That the minutes from the April 4, 2016 meeting be approved as distributed  
Carried

1st: Alison McCullough-Butchart  2nd: Morley Walker

4. Agenda

Motion

That the agenda be approved as distributed with the following changes  
Carried

- Date of next meeting change to June 6, 2016 at Millennium Library

1st: Gordon Crook  2nd: Diana Szymanski

5. Manager’s Report

See Appendix B for report
6. Reports

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<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Action</th>
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<tbody>
<tr>
<td><strong>Chair’s Report</strong></td>
<td>No report</td>
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</table>
| **Vice-Chair’s Report** | *Orest Kinasevych*  
*Annual Grant Agreement*  
- Annual grant agreement has been received  
- Upon review it was determined requested changes to the agreement would be sent to the City of Winnipeg Legal Services department  
- If suggested changes are accepted a revise copy will be sent back for signing  
*Regulations & Procedures Document*  
- Amended documents for both the Board and LACs were distributed prior to meeting  
- Proposed changes are highlighted  
*MLA & CLA*  
- CLA will be dissolving and move towards a federation model  
- Manitoba will be represented through MLA on a shared seat with Saskatchewan in the new federation model  
- MLA is reforming to be the umbrella association for other Manitoba based library associations  
*Library Foundation*  
- First quarter report was received and distributed  
- Joan and Orest met with the Executive Director to discuss possible fundraising ideas for WPL  
  o As part of the 1996 Board strat plan it was identified that the Board needs to play a larger role in fundraising for the library  
  o The Library Board established the Foundation to act in an arm’s length from the Board and fundraise for large scale projects such as the St. Johns and Cornish renovation projects  |        |
| **Motions**           | That the Board pre-approve an expenditure against the recognition and gifts account  
1st: Monique Ireland                                            2nd: Bonni Book  
That the proposed amendments to the WPLB Regulations & Procedures and LAC Regulations & Procedures document dated April 22, 2016 be accepted and approved as distributed  
1st: Gordon Crook                                               2nd: Morley Walker  
That the first quarter report from the Library Foundation be accepted and approved as distributed  
1st: Alison McCullough-Butchart                                  2nd: Bonni Book  
That the first quarter payment in the amount of $5,000 be released to the Library Foundation  
1st: Alison McCullough-Butchart                                  2nd: Gordon Crook  | Carried |

Carried
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<thead>
<tr>
<th>Item</th>
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<tr>
<td>Treasurer’s Report</td>
<td>No Report</td>
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<td>Library History Book Project</td>
<td>- Project has been successfully transferred to new publishing company</td>
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<td>- Eve Dutton has provided images for chapters 1 &amp; 2 and manuscript</td>
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<td>Books2Eat</td>
<td>- Received positive feedback about event, workshops and activities made available</td>
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<td>Diana Szymanski</td>
<td>- A debrief meeting has been scheduled for end of May</td>
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<td>- Diana thanks everyone who volunteered and helped with the event</td>
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<td>- The Board thanks Diana for her work as chair of the committee</td>
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<tr>
<td>Public Library Services Branch</td>
<td>No Report</td>
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<tr>
<td>Library Advisory Committee Updates</td>
<td>Assiniboia LAC - Meeting scheduled for May 9</td>
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<td>City Centre LAC - Meeting scheduled for May 9</td>
<td></td>
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<tr>
<td>Joan Blakley &amp; LAC reps</td>
<td>- Planning continues to for September 24 event</td>
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<td>- Next meeting to be scheduled</td>
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<tr>
<td>EK-Transcona LAC</td>
<td>- Meeting scheduled for May 9</td>
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<td>Lord Selkirk – West Kildonan LAC</td>
<td>- Meeting to be scheduled end of June</td>
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<td>Riel LAC</td>
<td>- Held event at St. Vital mall on April 23</td>
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<td></td>
<td>- Interacted with approximately 200 people</td>
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7. New Business

The Library Board would like to congratulate Morley Walker for receiving the Award for Lifetime Achievement at the 2016 Manitoba Book Awards.

8. Date and Location of Next meeting

Monday, June 6, 2016 at 5:00 p.m.
Millennium Library (Buchwald Room) – 2nd floor 251 Donald Street

Guests: Kathy Blight, President & Heather Graham, Secretary – Friends of the WPL

9. Adjournment

The meeting adjourned at 6:45 p.m.

1st: Bonni Book
2nd: Alison McCullough-Butchart
Appendix A

Guest Speaker Highlights
May 2, 2016

- The Winnipeg Public Library Board (WPLB) welcomed Andrew McCulloch, Branch Head of Sir William Stephenson Library
- Career
  - Started with Winnipeg Public Library (WPL) as a Page in 1998
  - In 2009, Andrew was hired as Branch Head of the Sir William Stephenson
- Branch Information
  - The branch is a single level building which has a program room and tutorial room
  - Branches traditionally use circulation as a measurement of success, but presently there are other methods to measure such as program attendance, space and electronic usage
  - During the school year, students of all ages come visit the branch to use the tables, tutorial room and use of free Wi-Fi
  - To free up space in the branch, spinners were removed and paperbacks interfiled on the shelves to allow to put in more couches and single seaters in the adult and children's areas
  - From 2012-2015 the branch ranked 3rd busiest computer bookings in the library system
  - Patrons use the photocopying, printing and scanning resources offered in the branch
- The branch tries to offer a wide range of programming that tailors to the community needs. Programming includes but not limited to:
  - Storytime for kids
  - Computer basics for adults
  - Teen programs
- Every branch offers a unique program called Cultural Access Passes that allows residents who had their citizenship ceremony in the last calendar to visit participating cultural institutions for free
  - Since early 2015, Sir William Stephenson has handed out 188 passes which makes it one of the top popular branches to pick up passes outside of Millennium Library
- The branch actively tries to do move around collections to make it easier for customers to access
  - For example, a Western collection has moved to a permanent bay to make it a genre specific area for patrons to go to
  - In addition, topic based sections have been created to allow patrons to find materials easier
    - Some of the topics sections have included parenting; home and garden; and health and wellness
- Staff at the branch are great and always willing to learn or try new things to make the branch a place people can come and learn; relax; feel safe and get help with employment
- Statistics

<table>
<thead>
<tr>
<th>Visitor Count</th>
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<tbody>
<tr>
<td>2012</td>
<td>111,725</td>
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<tr>
<td>2013</td>
<td>104,768</td>
</tr>
<tr>
<td>2014</td>
<td>117,826</td>
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<tr>
<td>2015</td>
<td>114,421</td>
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<table>
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<tr>
<th>Tutorial Room Bookings</th>
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<tr>
<td>2015</td>
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<tr>
<td>2016 (Jan - Apr)</td>
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For more information about Sir William Stephenson Library please visit http://wpl.winnipeg.ca/library/branchpages/branch.aspx?swst
Appendix B
Winnipeg Public Library Board Meeting

Manager’s Report
May 2, 2016

1. Facility Update
   a. Windsor Park Library
      The tender for architectural services closed on Friday April 29. We should know shortly who the successful bidder is. We are planning a groundbreaking ceremony for late May/early June.

      All Board and local LAC members will be invited to the event.

   b. River Heights Library
      The proposals for the Feasibility Study have been reviewed and a consultant has been recommended. The award report is pending.

      A public consultation process will be a large part of this process and it will be critical for Board and local LAC members to attend and provide their comments and any concerns they might have to ensure they can be worked into the plan.

   c. Transcona Library
      A report outlining the funding requirements for the project will be on the June agenda of the Standing Policy Committee on Protection, Community Services and Parks.

2. Elimination of Fines of Children’s and Young Adult Materials
   A report has been prepared outlining the benefits of eliminating fines on children’s and young adult materials. It is working its way through the system and will be on the June or July Standing Committee agenda.

   I will keep the board informed as I find out when it will be heard so the Board can review the report and attend the meeting in delegation.

3. Syrian Refugee Family Fair
   The Community Services department is working with various government and community organizations to hold a Family Fair for Syrian Refugees on May 28, 2016, 1-5 p.m. at the North Centennial Community Centre, 90 Sinclair. This facility, and the associated pool, arena and other outdoor amenities will be used to hold the event.

   Between 500 and 1000 Syrian refugees will be invited and brought to the site to learn about city services (including libraries) and other organization, and have an afternoon of food and fun for all members of the family.

   Any Board and local LAC members interested in volunteering should let Annabel know in the next two weeks. There will be a variety of ways that people can help from parking lot attendants, program assistance, rovers and other assistant roles.
4. Winnipeg Foundation - Video Booth

The Library is working in partnership with The Winnipeg Foundation and the Community News Commons (CNC) on setting up a booth in various libraries where the public will be able to provide comments on a question/issue posed by the CNC. The answers will be posted on the CNC website. Questions/issues will be on a wide range of topics and are designed to create citizen dialogue.

The booth will be set up at the Millennium Library in late May for a month and a half and then rotate to other libraries.

5. Berman Post Card Collection Launch

On May 10th in the morning, the Library will officially launch an exciting new collection of postcards that were donated to the library by the Berman Family in Toronto. Originally from Winnipeg, Martin Berman’s family read about the libraries digital postcard collection and decided to donate it to the library. There are over 10,000 postcards in the collection and the library has been working for over a year to digitize and catalogue this collection for on-line use. The actual postcards will be housed in the City Archives for people to view.

All Board members and local LAC members will be invited to the event at the Millennium Library in the Carol Shields Auditorium.

6. Questions, Suggestions, Concerns?

Do you have any questions regarding what we are doing in libraries? Services we provide, Collections we build, programs we offer?
Do you have any suggestions on how we can improve service, collections, and programs?
Do you have any concerns about what the library is currently doing/not doing?