

Winnipeg Public Library Board Meeting

Monday, June 6, 2016 at 5:00 p.m.

Millennium Library – 251 Donald Street (Buchwald Room)

Minutes

	Present	Regret	Absent		Present	Regret	Absent
Joan Blakley (<i>Chair</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Councillor Schreyer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Orest Kinasevych	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bonni Book	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Zorn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	David Kemp	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aengus Bridgman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Diana Szymanski	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Alison McCullough-Butchart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rick Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gurdeep Chahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Monique Ireland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Allard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Guests: Kathy Blight (President) & Heather Graham (Secretary) – Friends of the Library

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:05 p.m.

2. Guest

See Appendix A for presentation highlights

3. Approval of April 4, 2016 Meeting Minutes

Motion

That the minutes from the May 2, 2016 meeting be approved as distributed

Carried

1st: Alison McCullough-Butchart

2nd: Gurdeep Chahal

4. Agenda

Motion

That the agenda be approved as distributed with the following changes

Carried

- **Add-on:** Vice-Chair's report - Fundraising Ideas (MB License Plate)
- **Add-on:** Other Business – MLA Reports
- **Add-on:** New Business – Outreach Ideas
- **Replace:** Board & LAC regulations with By-law Review

1st: Orest Kinasevych

2nd: Bonni Book

5. Manager's Report

See Appendix B for report

- Requested update on the status of the patron borrowing history inquiry

Post meeting update: Upgrade to software to allow patrons the option to view their borrowing history may be done in the fall

- It was asked if Winnipeg Public Library (WPL) will be highlighting their collections in connection to the Anne Frank Exhibit

Post meeting update: Staff have been encouraged to create displays in the branches to highlight collection materials in connection to the Anne Frank exhibit

- It was asked if there will be any niche programming available (e.g. How to use Social Media)

Post meeting update: Suggestion has been forwarded to Information & Virtual Services to consider for public programming

6. Reports

Item	Description	Action
Chair's Report Joan Blakley	<p><i>Reminders</i></p> <ul style="list-style-type: none"> - There is no July meeting <p><i>Annual Grant Agreement 2016 & 2017</i></p> <ul style="list-style-type: none"> - 2016 grant agreement was signed last week and sent to Legal Services for final execution - Application for 2017 grant will be due in September <p><i>Canadian Library Association Forum</i></p> <ul style="list-style-type: none"> - In support of the last CLA forum, the Executive Board had voted to contribute \$500 and would go towards a session - Acknowledgment was given during the session and in the program handout - CLA will dissolve and the Canadian Federation of Library Associations will take its place with representatives from provinces/territories instead of individual library institutions/members <p><i>By-law Review</i></p> <ul style="list-style-type: none"> - Discussed possible by-law revisions - It was recommended that committee consult with Councillor reps 	
Motion	<p><i>That a sub-committee to be created to review the by-law and report (with recommendations if applicable) back to the Board</i></p> <p><i>1st: Pamela Zorn</i> <i>2nd: Alison McCullough-Butchart</i></p> <p><i>Committee members: Manager of Library Services, Pamela, Allison McCullough-Butchart and David Kemp</i></p>	Carried

Item	Description	Action
Vice-Chair's Report <i>Orest Kinasevych</i>	<i>Succession Planning</i> - Board will need to strike a committee to review applications to fill vacancies for 2017 - There may be vacancies on the Executive Board for 2017 <i>Fundraising Ideas (MB License Plate)</i> - Distributed and discussed possible design - Design has been shared with the Library Foundation - Reviewed and discussed requirements according to MPI - Would need a minimum commitment of 2,000 to purchase <i>MLTA Update</i> Tabled	- Any Board member interested in joining the reviewing application committee and/or Executive Board please let Joan or Orest know - Any Board member who has any additional ideas please let Orest know
Treasurer's Report <i>Pamela Zorn</i>	- Distributed and reviewed financial report - Will be working on a draft 2017 budget for grant application - 2017 budget should be approved in August for grant application submission in September	- Any Board member with any suggestions or ideas where to allocate funds are to contact Pam
Motion	That the Board allocate \$30 K of unspecified funds to the multilingual study as part of the 2016 budget 1 st : Pamela Zorn 2 nd : Monique Ireland	Carried
Library History Book Project	Tabled	
Books2Eat <i>Monique Ireland</i>	- Monique Ireland will be the chair for 2017 - Budget will remain at \$5 K - A wrap-up / debriefing meeting has been scheduled for May 25, 2016	
Public Library Services Branch <i>Trevor Surgenor</i>	- Department has been renamed to Sport, Culture and Heritage - New minister is the Honourable Rochelle Squires - Attended the CLA forum and met with other provincial and territorial directors - Some duties of CLA will be carried out by the new CFLA and CULC - Work continues on the Cultural Industries plan	
Library Advisory Committee Updates	<i>Assiniboia LAC</i> - Meeting scheduled for June 9	
<i>LAC reps</i>	<i>City Centre LAC</i> - Meeting scheduled for June 17	
	<i>EK-Transcona LAC</i> - Members will be attending Happy Days on Henderson with branch on June 13	

Item	Description	Action
Library Advisory Committee Updates <i>Continued</i>	<i>Lord Selkirk – West Kildonan LAC</i> - No update <i>Riel LAC</i> - Meeting scheduled for June 13	

7. Other Business

Item	Description	Action
Business Cards <i>Orest Kinasevych</i>	- Design is being finalized - Will need to order and process payment afterward	- Orest to finalized design
MLA Conference Reports <i>Monique Ireland & David Kemp</i>	- Monique and David were selected as the Board reps to attend the Manitoba Library Association Conference - Verbal and written report received	

8. New Business

Item	Description	Action
Outreach Opportunities <i>Rick Walker</i>	- Three (3) outreach opportunities were presented to the Board for consideration - Each idea is consistent with the WPL Strategic Plan 2015-2020 and its associated action plan	- If the Board would like to pursue any of the ideas presented please let Joan know

9. Date and Location of Next meeting

Monday, August 8, 2016 at 5:00 p.m.
Millennium Library (Buchwald Room) – 2nd floor 251 Donald Street

Guests: TBA, Library Foundation

10. Adjournment

The meeting adjourned at 7:14 p.m.

1st: Orest Kinasevych

2nd: Monique Ireland

Appendix A

Guest Speakers Highlights June 6, 2016

- The Winnipeg Public Library Board (WPLB) welcomed Kathy Blight (President) & Heather Graham (Secretary) from the Friends of the Library
- Kathy has a long history in volunteering and helping the community
 - o Started regularly volunteering in the 1980's and continues today
 - o Volunteering / community service highlights
 - Headed a fundraiser to raise \$20,000 to enable each child in her sons' school to go on one free field trip per school year
 - Volunteered with the Winnipeg Chapter of the MS Society, assisted to start the Self-Help programs offered today and was President for three (3) terms
 - Working with a friend, Kathy helped develop a Lunch Hour Program for kids along with a detailed manual for volunteer supervisors for when teachers are not required to supervisor lunch hours
 - o In 2011, she joined the Friends of the Library volunteering at the Gift Shop, then joining the Board which ultimately becoming the President in 2016
- Heather has a long history being involved with libraries
 - o For almost 34 years, she worked at WPL in several management positions in areas such as
 - Assistant Librarian for Transcona (prior to the amalgamation of urban and suburban libraries)
 - Area head of East Kildonan – Transcona
 - Head of Extension Services
 - Community Relations Coordinator
 - o Has volunteered her time with MLA (President from 1977-1978), wrote a course in Management for Red River College's Library Technician program and was the Administrative Assistant to the Library Board from 2000-2011
 - o In addition, she has volunteered for the Homebound Program since 1993 delivering materials to customers who are unable to visit a branch
 - o She was the former staff rep to the Friends of the Library and her work continued after retirement by joining the Board of the Friends, being the secretary since 2001, being the non-voting member on the Library Foundation Board; and is on the Board and the Winnipeg Friends' rep for the National Friends (FOCAL)
- About the Friends of the Library
 - o It is an organization for people who are committed to assisting WPL in providing the best possible library system in Winnipeg
 - o Volunteer-based incorporated non-profit organization (incorporated in Manitoba on Jan 20, 1992 and received charitable status in 1994)
 - o Current Board comprises of nine (9) members and 1 WPL staff liaison
 - o Primary focus is to raise funds to support WPL projects and programs
 - o Each February, a presentation is heard from the WPL Administration on wish list of projects they hope the Friends are able to fund
 - o Since 2000, the Friends have contributed over \$178 000 to WPL. Funding has gone towards:
 - Animal ottomans for children's areas in most library branches
 - Obie's Chair located in Millennium Library Children's area (chair and ottoman generously donated by Pace Upholstery & Paul Zaidman)
 - New equipment for the new Makerspace at Millennium Library
 - Family Literacy Playgrounds & Activity Station Components
 - Puppy stools for children's section for all branches
 - Items for Makerspace programs
 - Writer-in-Residence
 - TD Summer Reading Club and Teen Summer Reading Club
 - Library programs
 - 26 large cube planters for Millennium Library Park (cost share with WPL)
 - Other program supports and enhancements
- To help with fundraising the Friends operating a gift shop in the Millennium Library
 - o Opened in November 8, 2005
 - o The Library Board had contributed \$13 000 to open and run the gift shop
 - o Operates 6 days a week and is run by volunteers
 - o A favourite of customers is the book cart located outside the shop which has gently used donated books for sale

- Another fundraiser that they do is the annual Spring Books & Brunch which features local authors and celebrities discussing their favourite books over brunch
- The Fall Book Sale event is a 2 day event in October at Grant Park High School which is another popular fundraising event
- Memberships are \$20.00 (individual) / \$25.00 (family) and gives customers 10% off regular prices

For more information about the Friends of the Library please visit

<http://friendswpl.ca/>

Appendix B Winnipeg Public Library Board Meeting

Manager's Report June 6, 2016

1. Facility Update

Fort Garry Library

Work is nearing completion on the Fort Garry Library exterior renovations. Railings are being installed this week on the new front ramp and then access to the front entrance of the library will be available.

West Kildonan Library

This branch was the 2015 winner of the Call2Recycle contest. The branch has received its new outdoor benches and they have now being installed.

Millennium Library

Final plans for makerspace signed off on this week. Construction tender is the next step. The Library is working on a new piece of public art with the Winnipeg Arts Council for the Southeast corner of the library.

Windsor Park Library

Construction contract to be awarded shortly. We are planning for ground breaking ceremony in later June/early July. **Board members and local LAC members will be invited to this event.**

Cornish & St. John's Library

Architects have been reengaged. Working on completion of designs based on budget available by end of the year. The Library Foundation is working on Canada 150 application. It would be good if the Library Board could provide a letter of support to go with the application.

River Heights Library/Grant Park Campus Plan – The feasibility study has been awarded and start up meeting will be occurring soon.

2. Bike Week Event

June 20th. On June 20th the Downtown BIZ and Bike week Winnipeg will be launching a pilot project at the Millennium Library. There will be a new bike repair station placed outside the front of the library where bikers ca stop, make adjustments to their bikes and fill up their tires if needed. We are now looking at installing bike repair stations at other library locations around the city. **Board members are welcome to come out for this event and talk to reps. from Bike Week Winnipeg.**

3. Literacy Playground Launch

On June 16th at 10:30 a.m. we will be holding a formal launch to open the new literacy playground at the Millennium Library. Supported by a Community Grant from the Winnipeg Foundation this literacy playground is larger than some of the branch centres but represents the direction we are moving in all our branch locations. The next two locations to have Literacy playgrounds installed before the end of the year are the Henderson and St. James Libraries. **Board members are welcome to attend this event.**

4. Anne Frank House Exhibit

The Library is working with Anne Frank House in Amsterdam to bring a special exhibit to Winnipeg for July and August this summer. The exhibit will be launched early in July and we are working with YAC members to act as tour guides at certain times during the exhibits time in Winnipeg. **Board members and local LAC members will be invited to this event.**

5. Northern Exposure to Leadership (NELI)

This program is an excellent leadership training opportunity for new librarians in our system. The next intake program is December 3-9, 2016. Only a limited number of librarians get to attend this week long program in Emerald Lake, Alberta where they learn from show of the leading experts in the field of librarianship. The Library will be trying to support one staff member to attend. **Once we have selected someone to support, it would be appreciated if the Board could provide a letter of support for the potential candidate.**

6. TD Summer Reading Program 2016

Our summer reading program kicks off on June 24, 2016. In addition to all the wonderful material and programming associated with the TD Summer Reading Program we will also be working with the City of Winnipeg, Recreation Services on their summer Camp Programs – L'll Critters pre-school camps and What's Up School Age Camps to enhance their users experience and benefit from the TD Summer Reading program. Similarly, we are working with the CSI program this year to attract more students to the summer reading program.

7. Theatre Access Pass

The Library has had to suspend indefinitely the Theatre Access Pass program. A growing number of our partners were not finding suitable benefit from the program to continue with this initiative. The library will continue to partner with the theatre community on other initiatives and continue to look for ways to offer this type of program in the future.

8. CJNU Radio

The Community Services Department and its various public service divisions (including the Library Services Division) will be working with CJNU radio over the summer from June 13th till September to run a series of sound bites, informational stories and on air programs to highlight all the great things happening in our department.

9. 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?