

Winnipeg Public Library Board Meeting

Monday, December 5, 2016 at 5:00 p.m.

Millennium Library – 251 Donald Street (Buchwald)

Minutes

	Present	Regret	Absent		Present	Regret	Absent
Joan Blakley (<i>Chair</i>)	<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"/>
Alison McCullough-Butchart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diana Szymanski	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monique Ireland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Allard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:06 p.m.

2. Guest

See Appendix A for presentation highlights

3. Approval of agenda and of the November 7, 2016, 2016 meeting minutes

See Appendix C for motions

4. Manager's Report

See Appendix B for report

5. Reports

Item	Description	Action
Chair's Report <i>Joan Blakley</i>	<i>Library Board Book Donation</i> - Circulated Library Book Donation from Gurdeep Chahal <i>Grant Application 2017</i> - Applied for a 2017 grant from the City of Winnipeg to support the Library Board's operations and activities - Will be appearing with Pam at the December 8, 2016 EPC meeting to support the grant application and thank Council for their previous support <i>Elimination of Fines on Children and Young Adult Library Materials</i> - Will be appearing with Pam at the December 2, 2016 SPC-PCSP meeting in support of the Library Services report	

Item	Description	Action
	<p><i>River Heights Library Consultation</i></p> <ul style="list-style-type: none"> - A library stakeholder meeting has been called for December 7 - Invitations will be issued to Library Board, LAC, Winnipeg Library Foundation and Friends of the Library 	<p><i>Post meeting update: River Heights Library meeting moved to January 11, 2017</i></p>
	<p><i>License Plates</i></p> <ul style="list-style-type: none"> - Winnipeg Library Foundation is working on the MPI application and design of the license plate - The Executive Committee has approved to pay for the design artist 	
	<p><i>Membership Applications</i></p> <ul style="list-style-type: none"> - 20 applications received - Council will be making appointments on January 25, 2017 - Executive Committee elections will be held in February with the new Executive taking over for the March meeting 	
<p>Treasurer's Report <i>Pamela Zorn</i></p>	<ul style="list-style-type: none"> - Met with bookkeeper and was advised of the following <ul style="list-style-type: none"> o If cannot spend funds this year then report will need to be modified to indicate funds are committed o Once all projects have been completed and paid then budget would balance to zero - Reminder given that Library Board reps to the LACs are to discuss spending out budgets for the year 	
<p>Library History Book Project <i>Joan Blakley</i></p>	<ul style="list-style-type: none"> - Thanks was given to Morley Walker for locating images for Chapters 1 – 4 - Kathleen Williams will be working on images for chapter 5 - Will be targeting to go to print in January 2017 	
<p>By-law Review Committee <i>Pamela Zorn</i></p>	<ul style="list-style-type: none"> - Met with Councillor Allard to discuss possible by-law amendments - He has indicated support to make a motion at a future SPC-PCSP meeting to ask for a report on the status and recommendations for amendments - In addition, it was advised that the meetings to discuss with the SPC-PCSP Councillors about possible by-law amendments be scheduled in the new year 	
<p>Books2Eat <i>Monique Ireland</i></p>	<ul style="list-style-type: none"> - Save the date: April 8, 2017 is the main event being planned - Crissy Troy will be accepting bookings for 2017 starting in January 	

Item	Description	Action
Library Advisory Committee Updates	<i>Assiniboia LAC</i> - No report	
<i>LAC reps</i>	<i>City Centre LAC</i> - No report	
	<i>East Kildonan-Transcona</i> - Purchased 3 gift baskets for draws at the Henderson, Transcona and Munroe branches to help promote new membership registrations	
	<i>Lord Selkirk – West Kildonan LAC</i> - No report	
	<i>Riel LAC</i> - No report	

6. Other Business

Item	Description	Action
Book Fest <i>Joan Blakley</i>	- Event was held on November 19, 2016 and was hosted by Winnipeg Public Library with support from the Library Board - Well attended event - Variety of activities, sessions and panel discussions available - Winnipeg Public Library is looking to run event again in 2017	

7. New Business

None

8. Date and Location of Next meeting

Tuesday, January 10, 2017 at 5:00 p.m.
Pembina Trail Library
2724 Pembina Highway

Guest: Kamini Madansingh, Branch Head

9. Adjournment

The meeting adjourned at 6:11 p.m.

1st: Bonni Book

2nd: Morley Walker

Appendix A

Guest Speaker Highlights December 5, 2016

- The Winnipeg Public Library Board welcomes Carolyn Minor, Section Head of Special Services
- Career Highlights
 - o First library job was as an intern at the University of Winnipeg
 - o Was hired by Winnipeg Public Library 1 month prior to the opening of Millennium Library
 - o Previously worked in Information Services, Information & Virtual Services, Outreach and in Special Services
- Special Services is located on the 2nd floor of Millennium Library
- Special Services is responsible for:
 - o Bookings for the Meeting Room Complex which holds the Carol Shields auditorium, Buchwald room, and Anhang room, as well as the Dr. Anne Smigel room, Blankstein Gallery and tutorial rooms at Millennium Library
 - o Long term deposits of Multilingual materials to other Winnipeg Public Library branches and in rural libraries throughout the province
 - o Selection of materials for Homebound customers and other customers with print disabilities
 - o Selection of materials for our DAISY collection
 - o Registration and promotion of CELA and NNELS service for customers with print disabilities
- Collection includes:
 - o ESL (English as an Additional Language) and ABE (Adult Basic Education)
 - o Multilingual
 - o Aboriginal Resources (in the Whi Ghoss area)
 - o Audio books, MP3 audio book and DAISY audio book for customers with print disabilities
 - o DVDs and Blu-ray discs
 - o Music CDs
 - o Large print materials
- The section staff are planning and hosting a variety of programs which include film screenings, Indigenous language classes and English conversation groups
- The staff have accomplished
 - o Implementing and integrating CELA and NNELS services into pre-existing services for customers with print disabilities
 - o Improving collection maintenance including moving collections to be better locations for customers, weeding and have ongoing displays

For more information about Special Services please visit
<http://wpl.winnipeg.ca/library/ourservices/accessibleservices.asp>

For more information about Booking a room please visit
<http://wpl.winnipeg.ca/library/ourservices/meetingrooms.asp>

Appendix B

Manager's Report December 5, 2016

1. Facilities Update

a. Windsor Park Library

Construction of interior and exterior walls is under way. The opening date is tentatively scheduled for August/September 2017.

b. Transcona Library

The consultant architects are on track to have the construction bid opportunity ready for January 2017. We estimate that construction of the new library will start in Spring 2017.

c. Fort Garry Library Exterior Renovation

The exterior renovation is complete. The last phase of the project included the installation of new exterior lights and an attractive, modern sign that is highly visible from Pembina Highway.

d. River Heights Library

The Grant Park Campus Plan consultants and City staff have scheduled another library-specific stakeholder meeting on December 7, 2016 from 7:00 – 8:30 p.m. The meeting will provide the Library Board, Foundation, LAC members and Friends of the Library with some background on the library replacement project and an opportunity for questions and discussion.

I would be happy to share the River Heights PowerPoint presentation with Board members at a future Board meeting.

e. St. Vital Library

The construction bid opportunity for the renovation project closes December 7, 2016. We anticipate closing the library in January 2017. Library staff will be redeployed during the approximate 6-month project according to the guidelines of a Letter of Understanding with CUPE on this process.

f. Cornish & St. John's Library

We anticipate issuing the construction tender over the winter with construction work starting in Spring 2017.

2. Elimination of Fines on Children's and Young Adult Materials

The Standing Policy Committee on Protection, Community Services and Parks did not concur with the recommendation of this report at the Committee's December 2, 2016 meeting. Children's and young adult fines revenue will not be adjusted in the Library's 2017 operating budget.

Winnipeg Public Library would like to thank Joan Blakey, Pam Zorn and the WPL Board as well as Councillor Matt Allard for their support of this report.

3. Standing Policy Committee on Protection, Community Services and Parks update

The new Councillor appointment will be approved at the December 14, 2016 meeting of City Council.

4. Book Fest

The first annual BookFest held on Saturday, November 19, 2016 at Millennium Library was a great success. Plans are already underway for another BookFest in 2017.

WPL thanks Joan Blakey and Morley Walker for their participation!

5. Winnipeg to Waterloo Exchange on Crime Prevention through Social Development

As a member of the Canadian Municipal Network on Crime Prevention (CMNCP), the City of Winnipeg hosted a “Network Inter-Municipal Exchanges” with the City of Waterloo on November 17 & 18, 2016. Exchange participants included key administrative officials and administrative staff from each municipality including Winnipeg’s CAO, Director of Community Services and Deputy Police Chief.

Community Services Divisions, including Library Services, gave brief presentations on specific projects and services that address Crime Prevention through Social Development (CPSD) on November 18, 2016 at Millennium Library. The Library discussed four programs including the Social Worker in Residence, Limited Access Library Card, Check it Out Reading Zones and WPL’s support of and involvement in the Prison Library Project.

I would be happy to share our CPSD PowerPoint to Board members at a future meeting.

6. Questions, Suggestions, Concerns?

- Do you have any questions regarding library services, programs or collections?
- 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?

Appendix C

**Motions
December 5, 2016**

Meeting motions

MOTION	1ST	2ND	DISPOSITION
That the agenda be approved as distributed with the following changes: <ul style="list-style-type: none"> • Add: License plates • Add: Member applications 	Bonni Book	Monique Ireland	Carried
That the minutes of November 7, 2016 be approved as distributed	David Kemp	Morley Walker	Carried