

Winnipeg Public Library Board Meeting

Tuesday, August 3, 2021, at 5:00 p.m.

MS Teams Meeting

Minutes

	<u>Present</u> <u>Regret</u> <u>Absent</u>				<u>Present</u> <u>Regret</u> <u>Absent</u>		
Morley Walker (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jaideep Johar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emmanuel Oluwadare	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Kennedy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ian Keenan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Scaletta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Judith Littleford	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Karon Chester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kim Coss	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laila Yesmin	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Rollins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Melanie Bidzinski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Schreyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nikica Subek Simon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Guests: Cristiana Gheorghe, Jonathan Avey, Donna Kormilo

The Winnipeg Public Library Board would like to congratulate Ed Cuddy on his retirement and wish him the best in his future endeavours.

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:02 p.m.

2. Acknowledgment of Indigenous Territory and Homeland – *Morley Walker*

We would like to acknowledge that we are in Treaty No.1 territory and the traditional homeland of the Métis Nation. Our drinking water comes from Shoal Lake 40 First Nation in Treaty No. 3 territory.

3. Approval of agenda

See Appendix B for motion

4. Approval of previous meeting minutes

See Appendix B for motion

5. Manager's Report – Ed Cuddy

See Appendix A for report

See Appendix B for motion

6. Chair's Report – Morley Walker

Item	Description	Action
Food Receipt Reminder	<ul style="list-style-type: none">• Reminder given to submit receipts to Assistant and to use allowance by November	
CELA/NNELS Update	<ul style="list-style-type: none">• The Honourable Dan Vandal has sent an acknowledgement to both the Board and Riel LAC• No other responses have been received from the other MPs	
2022 Administrative Support Update	<ul style="list-style-type: none">• Account will return for 2022 (no increase)• Auditor will also return for 2022 (3% increase)• Assistant is pending contract negotiations in the fall but plans to attend in 2022	

Item	Description	Action
Fall Recruitment and Advertisement	<ul style="list-style-type: none"> • City will start their recruitment to fill vacancies for 2022 • Board and LAC members whose terms are ending on December 31, 2021, will be contacted to reapply if they are eligible • Appointments will be done by Council or Community Committees in November – January • The Executive Committee will get Annabel to coordinate the annual recruitment advertisements which include ads in the WFP, community newspapers, and social media 	
2022 Application Selection Committee	<ul style="list-style-type: none"> • E-mail will be sent to non-Executive Board members to ask to sit on the 2022 application selection committee • Committee members will have a tight turn around to provide a short list to the Executive Committee for final review • Those who are interested will need to be available end of October to early November • Once the recommendations are forwarded to Council, the committee will dissolve 	
In-Person Meetings	<ul style="list-style-type: none"> • Public Health Orders are loosening restrictions and it is possible that in-person meetings can resume • May consider rotating between in-person and virtual meetings • Assistant will ask IT if Board can have hybrid meetings at branches 	

7. Vice-Chair's Report – Jaideep Johar

c	Description	Action
Strat Plan Q2 Report	<ul style="list-style-type: none">• Q2 report circulated prior to meeting <p><i>See Appendix B for motion</i></p>	
Welcome Winnipeg (Cornish Library)	<ul style="list-style-type: none">• Updated to phase 1 plan circulated prior to meeting• Public comments have been received <p><i>See Appendix B for motion</i></p>	

8. Treasurer's Report – Stephen Kennedy

c	Description	Action
Q2 Financial Report	<ul style="list-style-type: none">• Q2 financial report circulated prior to meeting <p><i>See Appendix B for motion</i></p>	
2022 Draft Budget	<ul style="list-style-type: none">• Draft 2022 draft budget and application circulated prior to meeting• Currently, the Board has a 4-year agreement with the City until December 2023 subject to yearly Council approval• Amount requesting \$17,384 <p><i>See Appendix B for motion</i></p>	

9. LAC Updates

LAC	UPDATE
Assiniboia <i>Kim Coss</i>	<ul style="list-style-type: none">• Last meeting held was on July 29• Next meeting scheduled is possibly in October• Discussed to possibly have an option to have books donated to hospitals like Little Free Libraries• Considering creating strat plan specific to LAC
City Centre	<i>No update</i>
East Kildonan- Transcona <i>Jonathon Avey Melanie Bidzinski Nikica Subek Simon</i>	<ul style="list-style-type: none">• Will need to book next meeting
Lord Selkirk-West Kildonan <i>Ian Keenan Karon Chester</i>	<ul style="list-style-type: none">• Will need to book next meeting
Riel <i>Donna Kormilo Jaideep Johar Dean Scaletta</i>	<ul style="list-style-type: none">• Sent CELA/NNELS letter• Attended the MLA/SLA virtual conference in June<ul style="list-style-type: none">◦ Very proud of WPL's employees for their presentation and their volunteer work• Visited Louis Riel Library and noticed that potholes were filled• Planning a September meeting

10. Other Business

None

11. New Business

None

12. Date and Location of Next meeting

Tuesday, September 7, 2021, at 5:00 p.m.
MS Teams Meeting

13. Adjournment

The meeting adjourned 6:35 p.m.

1st Morley Walker

2nd Karon Chester

Appendix A **Manager's Report August 3, 2021**

1. Facilities Update

a) Cornish Library

- Ribbon cutting ceremony on Thursday, July 29
- Check out Our [City, Our Stories article](#) on the City's website

b) Bill & Helen Norrie Library

- Contractor is working to completing landscaping and sidewalk
- Families who lived in Rooster Town will be visiting the branch for a tour on August 4

c) Millennium Library Community Connections Space

- Construction is ongoing
- We anticipate opening the space fall/winter 2021

d) Munroe Library

- Construction award is in progress
- Work will begin once it is awarded

e) West Kildonan Library

- Expression of Interest for a Leased Accommodation for West Kildonan Library has been posted and will close on August 30, 2021
- For more information visit the City of Winnipeg's [bid opp website](#)

2. WPL Update

- The Province of Manitoba public health orders that went into effect on July 17 allowed all branches to open and offer more services at 50% occupancy per location.

- Current services available: collection browsing, membership and account assistance, computer use (limited capacity), printing and photocopying, self-checkout and self-pick-up of holds
- Due to the capacity limits, short visits are encouraged, and limited seating is available
- Study tables, tutorial rooms, program rooms, and literacy playgrounds are not available
- For more information about expanded services and how we are keeping our branches safe please visit our [website](#)

3. Programming Update

- The StoryWalk® panels are available at Cornish, Harvey Smith, Louis Riel, Sir William Stephenson, Windsor Park branches until August 6, and then will be sent to other branches TBD
- WPL continues to offer online programming both for adults and families, please check our program [calendar for current offerings](#)

4. Community Working Group

- A meeting has been scheduled for August 31

5. Fearless R2W Update

- The working group for the community host project continues to meet on a regular schedule
- Update timeline for the intern placements at St. Boniface and St John's libraries is fall 2021

6. Funding Request

- The City of Winnipeg's Animal Services Agency has asked WPL if would like to advertise in their 2022 Animal Services calendar
- Banner ad: \$400 *plus taxes* 10.5" x 1.4" (appears on page in specific month)
- We could request for the banner to be placed in February for "I Love to Read" month
- Would the Library Board like to sponsor the ad?

7. Library Manager Recruitment

- The Community Services Department is working with an HR recruitment agency to fill the position – the anticipated timeline is to have the new Manager in place by October 2021
- In the interim, Theresa Lomas will be Acting Manager of Library Services on a temporary basis
- Theresa has a wealth of experience at WPL at all levels, including Sir William Stephenson Library Branch Head, Administrative Coordinator of Virtual and Information Services and Administrative Coordinator of Central Services (her current role).
- My last working day at Winnipeg Public Library is August 27, 2021.

Appendix B August 3, 2021, Motions

MOTION	1 ST	2 ND	DISPOSITION
That the agenda be approved as distributed	Morley Walker	Dean Scaletta	Carried
That the June 1, 2021, minutes be approved as distributed with the following changes: <ul style="list-style-type: none"> • Change next meeting date <p><i>** Changes were made prior to posting on the website **</i></p>	Morley Walker	Emmanuel Oluwadare	Carried
That the Winnipeg Public Library Board approve the request to fund WPL's ad in the Animal Services Calendar in the amount of \$400 (plus tax)	Dean Scaletta	Ian Keenan	Carried
That the Q2 strat plan report (May-July 2021) be accepted as distributed	Jaideep Johar	Stephen Kennedy	Carried
That the TRC Calls to Action subcommittee's phase 1 update report be accepted as distributed	Jaideep Johar	Melanie Bidzinski	Carried

MOTION	1ST	2ND	DISPOSITION
That the Q2 financial report be approved as distributed	Stephen Kennedy	Councillor Rollins	Carried
That the 2022 draft budget be approved as distributed	Stephen Kennedy	Emmanuel Oluwadare	Carried