

# Waterloo Public Library

## Regular Meeting of the Board

Board Meeting Minutes

January 24, 2018

# Waterloo Public Library – Board Meeting Minutes –24/01/2018

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**Board Members Attending:** Ms. Karen Scian (Chair); Ms. Jude Doble (Vice Chair); Ms. S. S. Ahmad; Mr. Ian Gilchrist; Ms. Rachel Harder; Ms. Helen Kaluzny; Mr. John Strong

**Regrets:** Ms. Alison DeMuy; Councillor Angela Vieth

**Staff:** Ms. Laurie Clarke (CEO); Ms. Gloria Van Eek-Meijers (Deputy CEO); Ms. Anjana Kipfer (Manager, Marketing & Communications)

## 1. Call to order:

K. Scian (Chair) called the meeting to order.

## 2. Approval of the agenda

**Moved by I. Gilchrist**, seconded by R. Harder that the agenda be approved with the addition of item #13, *Other Business*, to discuss matters related to the Ontario Library Board Association (OLBA).

**Motion carried.**

## 3. Disclosure of pecuniary interest and the nature thereof

None.

## 4. Approval of the minutes of the November 22, 2017 and December 13, 2017 regular meetings

**Moved by J. Doble**, seconded by R. Harder that the November 22, 2017 meeting be approved with the correction of the spelling of S.S. *Ahmad* in one instance.

**Motion carried.**

**Moved by J. Doble**, seconded by S.S. Ahmad that the minutes of the December 13, 2017 meeting be approved.

**Motion carried.**

## 5. Business arising from the minutes

None.

## 6. Chair Report – K. Scian

None.

## 7. Council Report – Councillor A. Vieth

None.

## 8. Delegations

None.

## 9. Correspondence

None.

## 10. Committee Reports

### 10.1 – Fundraising Committee – I. Gilchrist

- Committee met in January for a post-mortem. A discussion took place around whether there are any changes needed/wanted/required for a fundraiser in 2018.
- The Committee will be meeting again in March to make decisions re: next steps.

Ms. Kaluzny arrived at 5:11pm.

## 11. Information Items

### 11.1 – CEO Report – L. Clarke

- With the funds from After Hours @ The Library, a 'Maker-mobile' is being created for adult programming. More information to come.
- Ms. Clarke was contacted by Google to inform her that WPL had been chosen by a Google employee for inclusion in their Employee Giving Program. This program is managed by Benevity. WPL is now registered with Benevity, and any donations made to WPL by an employee of Google will be matched by Google.
- A Hollywood movie titled "The Public" in which a public library plays a significant role, will be released later this year. WPL is working in partnership with the Princess Theatre for a screening of the movie.
- WPL is working in partnership with KPL to provide library presence at the ION. The ION trains will not be equipped with WiFi at the current time. This will need to be taken into consideration when creating the library presence.
- WPL had been investigating a new ILS in partnership with KPL. The process has ended at this time and the decision for a new ILS vendor has been delayed for approximately 9 months - 1 year.
- At the January meeting of the Alliance for a Grand Community, the new KWCF President Elizabeth Heald, and Vice President, Lynne Short, attended the meeting to provide information on the granting process. They identified areas of need that would be concentrated upon including healthy child & youth growth, and social inclusion. Two areas that WPL plays a key role.

- Many great programs happening over the next few weeks including our annual Stories n' Skate on Friday Jan 26<sup>th</sup> (PD Day).
- WPL is nominated for an Ontario Public Library Service Award for the EXPLORE PLAY LEARN program. A WPL team consisting of Laura Dick, Andrea Draijer-Stadt and Becky Roi is also doing a presentation on the You Belong Here program at OLA.
- WPL's *Let's Get Personal* campaign kicks off in February. Partners for this campaign will be listed on wpl.ca
- We collected 253 lbs of food during our annual Food Drive in December
- Strategic Plan rejuvenation is under way with the refreshed Strategic Plan being released later this spring.

## 12. Board Members Skill Matrix and Board Review Plan

- Ms. Clarke verified that J. Strong can return for a full term as a Board member
- A document has been developed to outline member profile competency matrix. Each Board member will complete the document after which the Board will assess which skills are missing and needed on the Board
- This spring, a Board evaluation will be completed
- The Board will consider succession planning and leadership development prior to the AGM in April
- Board will participate in a Gender Identity training session which WPL staff participated in late 2017

## 13. Other Business

OLBA – Ontario Library Board Association

- Ms. Ahmad inquired about whether any members of the WPL Board would be interested in being represented at OLBA.
- Ms. Ahmad will research the option and find out if there is any value-add in having a WPL board member be a part of OLBA

## 14. Date of next regular meeting

Wednesday, February 28, 2018 at 5:00pm at the Main Library.

## 15. Adjournment

**Moved by J. Strong** seconded by I. Gilchrist, that the meeting be adjourned.

**Motion carried.**