

Waterloo Public Library

Regular Meeting of the Board



Board Meeting Minutes

April 24, 2019

Waterloo Public Library – Board Meeting Minutes – 24/04/2019

Board Members Attending: Ms. Karen Coviello (Chair); Ms. Jude Doble (Vice Chair); Ms. S.S. Ahmad; Ms. Dawn Charlton; Ms. Rachel Harder; Ms. Kelly McManus; Ms. Sarah Milne; Mr. Frank Mensink; Mr. John Strong; Ms. Beisan Zubi ; Councillor Diane Freeman

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

1. Call to order:

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

2. Approval of the agenda

Moved by J. Doble, seconded by R. Harder that the agenda be approved.

Motion carried.

3. Disclosure of pecuniary interest and the nature thereof

None.

4. Approval of the minutes of the 2018 AGM with ratification of these minutes at the 2019 AGM

Moved by F. Mensink, seconded by S.S. Ahmad to approve the minutes of 2018 AGM with ratification of these minutes at the 2019 AGM.

F. Mensink suggested moving the AGM to June when the audited financial reports are available. Currently our policy indicates that the AGM must take place no later than the March regular meeting. L. Clarke asked to research what reasons may be in place for scheduling the meeting for March.

Motion carried.

5. Approval of the minutes of the March 27, 2019 regular meeting

Moved by K. McManus, seconded by B. Zubi to approve the minutes of the March 27, 2019 regular meeting.

Motion carried.

6. Business arising from the minutes

WPL Governance Policy 1-1 - Constitution and By-laws – date last reviewed?

L. Clarke stated that the revision dates on Governance are varied due to the fact that the previous revision took place over several years, ending in 2014. Each policy was approved by the Board when it was completed.

Legal & public policies are updated on an ongoing basis as required.

K. McManus suggested that the Board executive (Board Chair, Vice Chair and the WPL CEO) and the Board Committee Chairs, review the Constitution and By-laws and advise the Board accordingly regarding any major changes required. A full policy review will occur in 2020.

Moved by S.S. Ahmad, seconded by S. Milne that the Board executive will review Governance Policy 1-1 – Constitution and By-laws.

Motion carried.

7. Chair report – K. Coviello

K. Coviello provided information regarding the recent budget cut to the Southern Ontario Library Service (SOLS). She clarified that in addition to the funding that WPL receives from the City of Waterloo, the province provides approximately \$127,000 to WPL as well, which would have significant impact on WPL if it were to be cut. While funding cuts by the province directly to libraries aren't in the foreseeable future, it is important to be aware of the potential impact. K. Coviello has been out in the community discussing the impact of the recent funding cuts to SOLS. This cut means that the interlibrary loan service is suspended as SOLS no longer has the funds to pay for this service.

F. Mensink asked whether libraries could band together to make up the difference in funding from the SOLS cut to keep the interlibrary loan service intact. L. Clarke stated that this would be difficult especially for many of the smaller rural libraries involved as they have very limited funding, and would have an impact on any library budget. However, there are options being discussed in the library community that may be viable.

B. Zubi asked how many loans the interlibrary loan service provides. In 2018, WPL lent 1,351 items and borrowed 1,641 items.

S.S. Ahmad spoke about how Ontario Library Association (OLA) and Federation of Ontario Public Libraries (FOPL) are collecting impact stories for advocacy efforts on behalf of libraries.

K. Coviello encouraged S.S. Ahmad and F. Mensink keep tabs on the advocacy activities of the Ontario Library Board Association (OLBA) and SOLS.

8. Council Report – Councillor D. Freeman

- Councillor Freeman provided an update on several City of Waterloo activities, for the board's information

9. Delegations

None.

10. Decisions

None.

11. Correspondence

None.

12. Committee Reports

Fundraising & Outreach Committee – R. Harder

- Fundraising Committee met for the first time in April 2019
- Decision was made that WPL won't be holding an After Hours @ The Library event in 2019
- Committee will be meeting to brainstorm fundraising ideas in June
- R. Harder spoke about the possible sponsorship opportunities that will be available leading up to the opening of East Side Library Branch e.g. naming rights

13. Information items

13.1 East Side Branch Library report – G. Van Eek Meijers

- The East Side Branch Library project team is meeting regularly and an update will be provided at next month's Board meeting

13.2 CEO Report – L. Clarke

- Main Library Mechanical Upgrade – Progress is on schedule. Potential impacts for each phase of work are identified ahead of time and allow us to plan accordingly and mitigate disruption for staff and customers.
- The Children's Department is predicted to re-open early the week of April 29
- Launched mobile hotspots at McCormick Branch which have been very popular
- Launched phone charging stations at each location
- Exam Stress Buster program went well, distributing over 300 'exam de-stress' kits to local students
- WPL is partnering with Princess Cinemas for a screening of "The Public" on Fri May 10th
- One Book, One Community launch took place on Wed April 24. The selected book is The Home for Unwanted Girls by Joanna Goodman
- New partnership with THE MUSEUM to lend passes
- K. Kipfer was published in the Spring 2019 edition of Children and Libraries, an ALA publication. Her article, "Starting Early: a revised Early Literacy Strategy", outlines our award-winning Explore, Play, Learn strategy based on Every Child Ready to Read 2 (ECRR2).
- David Suzuki Nature Challenge – Hiking Series has been well attended

Waterloo Public Library – Board Meeting Minutes – 24/04/2019

- Tech Playground bookings for classes are very popular, booking into the Fall. Tech Playground provides classrooms with the opportunity to play with different tech items – robotics, Spheros, VR Headsets, LEGO WeDo, 3D Pens and more
- Hosting a Welcome Ramadan program at HRP in partnership with the Coalition of Muslim Women

13.3 OLBA Update – S.S. Ahmad

- S.S. Ahmad was elected as Councillor to represent the Central West Region of the OLBA for the years 2019 – 2021

14. Date of next regular meeting

Wednesday, May 22, 2019 at 5:00pm

15. Adjournment

Moved by S.S. Ahmad, seconded by D. Charlton that the meeting be adjourned.

Motion carried.