

# Waterloo Public Library

## Regular Meeting of the Board



Board Meeting Minutes

December 19, 2018

# Waterloo Public Library – Board Meeting Minutes – 19/12/2018

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**Board Members Attending:** Ms. Jude Doble (Vice Chair); Ms. S.S. Ahmad; Mr. Ian Gilchrist; Mr. John Strong

**Regrets:** Ms. Alison DeMuy; Ms. Karen Coviello Scian; Ms. Rachel Harder; Ms. Helen Kaluzny; Councillor Angela Vieth

**Staff:** Ms. Gloria Van Eek-Meijers (Deputy CEO)

## **1. Call to order:**

J. Doble (Vice Chair) called the meeting to order.

## **2. Approval of the agenda**

The agenda was accepted.

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

None.

## **4. Approval of the minutes of the November 28, 2018 regular meeting**

**December 15, 2018 via email - Moved by I. Gilchrist**, seconded by K. Coviello Scian that the minutes of the November 28, 2018 meeting be approved electronically prior to the December 19, 2018 Board Meeting with ratification of the approved minutes at the January 23, 2019 Board Meeting.

**Motion carried.**

## **5. Business arising from the minutes**

None.

## **6. Chair Report – K. Coviello Scian**

None.

## **7. Council Report – Councillor A. Vieth**

None.

## **8. Delegations**

None.

## **9. Correspondence**

None.

## 10. Committee Reports

None.

## 11. Information Items

### 11.1 CEO Report – G. Van Eek-Meijers, Deputy CEO (verbal)

- Corrine Denbok, our new Human Resources Manager, began her employment at WPL on Monday November 26, 2018.
- Library programmer Jaymis Goertz was invited by Toronto Public Library to present at their Innovative Children’s Programming Ideas training day on December 6. Jaymis spoke about “Risky Play”, using real tools in programming to build confidence and early-tool literacy.
- On December 7, 10 staff from Dejero, a local IT firm, volunteered an afternoon of their time at the John M. Harper Branch. They shifted collections to different areas of the library, creating a teen space at the back of the library and a beautiful open space at the front of the library.
- Laura Dick, Manager, Branches represented WPL at this year’s CBC Kitchener’s Sound of the Season live taping on Friday December 7. Laura suggested 8 reads for the holiday season, choosing books that set the right tone for the holidays, whether reading them with children or alone.
- To support our many university students during the stressful exam time, we are offering them treat bags with include goodies such as hot chocolate, motivational buttons, ear plugs and candy.
- We received 30 new digital magazines covering a broad range of areas, including Architectural Digest, Backpacker, PC Magazine, Wired and Zoomer.
- We will be purchasing digital photo scanners for our Main Library and the John M. Harper Branch. We expect this service to be very popular with our customers.
- Due to the popularity of programming during the holiday season, we have created a separate Holiday Programming guide, listing all the fun things to do for children during the first week in January.
- We completed two of our Marketing related Strategic Plan initiatives. We implemented a Customer Relationship Management (CRM) system to provide new customers with a Welcome Package and more targeted messaging for programs and services. And we revamped our program guide, creating a more stream-lined Program & Events Guide called “In the Loop: What’s On at WPL”.

## 12. Staff Presentation – A. Kipfer

Deferred

**13. Date of next regular meeting – Wednesday, January 23, 2019**

**14. Adjournment**

**Moved by J. Strong**, seconded by S. S. Ahmad that the meeting be adjourned.

**Motion carried.**