

# Waterloo Public Library

## Regular Meeting of the Board



Board Meeting Minutes

June 27, 2018

# Waterloo Public Library – Board Meeting Minutes –27/06/2018

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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; Mr. John Strong; Councillor Angela Vieth

**Regrets:** Ms. Helen Kaluzny; Ms. Alison DeMuy

**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 J. Strong that the agenda be approved.

**Motion carried.**

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

None

**4. Approval of the Minutes of the May 23, 2018 regular meeting**

**Moved by** S. S. Ahmad, seconded by J. Doble, that the minutes of the May 23, 2018 regular meeting be approved.

**Motion carried.**

**5. Chair Report – K. Scian**

None

**6. Council Report – Councillor A. Vieth**

None

**7. Delegations**

None

**8. Correspondence**

None

**9. Decisions**

None

**10. Discussion Items**

None

**11. Presentation of Draft 2018 – 2021 Strategic Plan – L. Clarke**

**Moved by** K. Scian, seconded by J. Doble, that the 2018-2021 Strategic Plan be approved.

**Motion carried.**

**12. Information Items**

12.1 – CEO Report – L. Clarke

- With the municipal election fast approaching, the Board will be creating WPL information packages for candidates. These packages will include the Strategic Plan, Annual Report, letter from Board Chair & CEO and other materials with general information about libraries
- Main Library Mechanical Upgrade (replacement of HVAC system) – the Library, working along with City staff, are awaiting vendor confirmation and project scheduling. In the meantime, the City is providing two large air conditioning units to assist in alleviating the heat during July and August
- TD Summer Reading Club kicks off on June 29<sup>th</sup>
- L. Clarke presented options for sponsorship opportunities at the East Side Branch Library for the Library Board to review. Spaces are currently loosely defined in the conceptual design, and dollar amounts were tentatively assigned for naming rights to given spaces. Ms. Clarke will work on providing named spaces options for private citizens in addition to corporate sponsors. Successful space sponsorship dollars will be added to the Capital building amount for the project.

**13. Committee Reports**

13.1 Fundraising Committee – I. Gilchrist

- Marco Timpano will be speaking at the November 16<sup>th</sup> After Hours fundraiser
- The committee and WPL staff are currently working on securing Food Sponsors and draw prizes
- Dixon’s Distilled Spirits in Guelph will be providing cocktails for the event

**14. Other Business**

None.

**15. Date of next regular meeting**

Wednesday, September 26th at 5:00 p.m. at the Main Library.

**16. Adjournment**

**Moved by** I. Gilchrist, seconded by R. Harder, that the meeting be adjourned.

**Motion carried.**