

# Waterloo Public Library

## Regular Meeting of the Board



Board Meeting Minutes

March 27, 2019

# Waterloo Public Library – Board Meeting Minutes – 27/03/2019

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**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; Mr. Frank Mensink; Mr. John Strong; Councillor Diane Freeman

**Regrets:** Ms. Sarah Milne; Ms. Beisan Zubi

**Staff:** Ms. Gloria Van-Eek Meijers (Deputy CEO); Ms. Anjana Kipfer (Manager, Marketing & Communications); Ms. Laura Dick (Manager, Branches); Ms. Alannah d’Ailly (Manager, Collections)

**Regrets:** Ms. Laurie Clarke (CEO)

## 1. Call to order:

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

***Territorial Land Acknowledgement:** We would like to begin by acknowledging that the land on which we gather today is the land traditionally used by the Haudenosaunee, Anishinaabe, and Neutral People. We also acknowledge the enduring presence and deep traditional knowledge and philosophies of the Indigenous People with whom we share this land today.*

## 2. Approval of the agenda

**Moved by K. McManus**, seconded by R. Harder that the agenda be approved as amended with the addition of an item under “Other Business”.

**Motion carried.**

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

None.

## 4. Approval of the minutes of the March 6, 2019 regular meeting (re-scheduled from February 27, 2019 due to inclement weather)

**Moved by K. McManus**, seconded by R. Harder, to approve the minutes of the March 6, 2019 meeting with the removal of D. Charlton from the attendee list.

**Motion carried.**

## 5. Business arising from the minutes

None.

## 6. Presentation of Collections – A. d’Ailly, Manager, Collections

**7. Chair report – K. Coviello**

None.

**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. Correspondence**

None.

**11. Committee Reports**

None.

**12. Information items**

**12.1 East Side Branch Library report – L. Dick**

- There was a Visioning Committee meeting on Friday, March 22<sup>nd</sup>. One of the outcomes of this meeting was that the following schedule was approved:
  - January 2020 – Construction starts
  - April 2021 – Substantial completion of building
  - May 2021 – Library move-in
  - June 2021 – Doors open to the public

**12.2 CEO Report – G. Van Eek-Meijers**

- March Break programming was a huge success with 31 programs and 2,268 participants. The two big events at the McCormick Branch, the Messtival and the Mathtival, had 633 participants. We received a request from the Parent Association of Sandowne Public School to help them replicate the Mathtival, a partnership with Frontier College, for their school community.
- WPL is partnering with the Mary Allen Studio Tour and as lead, applied for a grant from the Region of Waterloo Arts Fund for a program called "Art is the Neighbourhood". If successful, the grant would be used to pay artists from Mary Allen Studio Tour to deliver workshops at WPL, featuring mediums like photography, digital art, print making, jewelry and more. We would then complement these workshops with library

programming. The grant would also be used to create a temporary public art installation at the Main Library to be featured during Culture Days and the Lumen Festival.

- Mechanical upgrades at the Main Library are on schedule. To minimize the impact of the Children’s Department closure, we have created a Pop-Up Children’s Library in our Borrower Services area with collections and crafts.
- WPL is taking a different approach to Volunteer Appreciation Week this year. Rather than hosting a Volunteer Tea, each location will be honouring volunteers in unique ways, from daily draws, chocolates and thank you cards to pizza parties. Social media posts will highlight specific volunteers and their accomplishments and the Ontario Service Awards and the City of Waterloo Community Builder pins will honour long time service. The goal is to personally recognize all of our volunteers, not just those who traditionally attend the Volunteer Tea.
- Conestoga Mall created a Pop-Up Library initiative and offered to donate all the proceeds from the “decorate to donate” component to WPL. We were happy to partner with them to help promote it. We received a cheque for \$1000 as well as a donation of almost-new books.
- The “Let’s Get Personal” campaign for Waterloo Wayside Center was very successful and greatly appreciated. WPL customers, David Johnston R + T Park, U of W’s School of Optometry, KPMG UpTown, Martin Chiropractic Clinic, and Mary Johnston Public School filled 80 large boxes with donation items to be distributed to the guests at The Waterloo Wayside Center.
- WPL will be participating in two Open Streets events this year on Saturday, June 22 and Saturday, August 17. These events are taking place on Wills Way and in Waterloo Public Square.

### **13. Other Business**

S.S. Ahmad has observed in the library’s policies that under Governance Policy 1-1 it is indicated that the Constitution should be reviewed every four years. It appears that the last review was in September 2012. She recommended that the Board create a Governance Committee to review the Constitution.

Chair K. Coviello requested that staff review whether there has been a subsequent update and report back to the Board.

### **14. Date of next regular meeting**

Wednesday, April 24, 2019 at 5:00pm

**15. Adjournment**

**Moved by J. Strong**, seconded by K. McManus that the meeting be adjourned.

**Motion carried.**

DRAFT