

Waterloo Public Library

Regular Meeting of the Board



Board Meeting Minutes

March 6, 2019

Waterloo Public Library – Board Meeting Minutes – 06/03/2019

Board Members Attending: Ms. Jude Doble (Vice Chair); Ms. Rachel Harder; Ms. Kelly McManus; Mr. Frank Mensink; Ms. Sarah Milne; Mr. John Strong; Ms. Beisan Zubi; Councillor Diane Freeman (5:25 p.m.)

Regrets: Ms. Karen Coviello (Chair); Ms. S. S. Ahmad; Ms. Dawn Charlton

Staff: Ms. Laurie Clarke (CEO); Ms. Gloria Van Eek-Meijers (Deputy CEO); Kelly Kipfer (Manager, Community Engagement & Children’s Services)

1. Call to order:

J. Doble (Vice-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

Addition – 12.3 – SOLS Trustee Council – R. Harder

Moved by K. McManus, seconded by R. Harder that the agenda be approved as amended.

Motion carried.

3. Disclosure of pecuniary interest and the nature thereof

None.

4. Approval of the minutes of the January 23, 2019 regular meeting

Moved by R. Harder, seconded by J. Strong, to approve the minutes of the January 23, 2019 meeting.

Motion carried.

5. Business arising from the minutes

None.

6. Chair report – K. Coviello

None.

7. Council Report – Councillor D. Freeman

- On March 4, 2019, Council approved the Uptown Waterloo Public Realm Strategy which will be used to guide public realm improvements, including creating inspiring public spaces for

people to “meet, move, rest and play”. Councillor Freeman noted that the Main Library lies within the Uptown boundary and will play an important part in achieving the strategy outcomes.

- Also presented at the March 4, 2019 Council meeting was the City of Waterloo Strategic Plan 2019-2022: Scan Summary report *Starting From Here: A Foundation Understanding of Our City Today*. This report will inform the development the City’s new strategic plan which will be presented to Council on June 24, 2019. Included in the report was the 2018 Citizen Satisfaction Survey results which ranks satisfaction with Waterloo Public Library service at 98%.

8. Delegations

None.

9. Correspondence

None.

10. Staff Presentation – K. Kipfer, Manager, Community Engagement & Children’s Services

11. Committee Reports

11.1 Finance report – J. Strong (verbal)

- The Finance Committee met on February 19, 2019 to review the 2018 year end financial documents
- The 2018 budget was achieved and J. Strong congratulated WPL staff on their work
- KPMG will perform the audit of the finances early April and the 2018 Audited Statements will be presented to the Board in May.

Moved by B. Zubi, seconded by S. Milne that the 2018 financial documents be received by the Board as information.

Motion carried.

12. Information items

12.1 CEO report – L. Clarke (verbal)

- The East Side Branch Library contract was awarded to John MacDonald Architect in collaboration with ward99 architects. Project team meetings are underway.
- The Main Library mechanical upgrade project will begin on March 25, 2019. There will be interruptions to service and some closures. Heating and cooling upgrades are expected to be completed by June 30, 2019.
- WPL will be introducing a virtual library membership card that will allow customers to apply online to use our eResources and other digital collections. We anticipate that

university students in particular will appreciate this service. Customers will be able to come to one of our locations and get full borrowing privileges if they wish.

- On March 2, 2019, WPL participated in the *Waterloo Moves: Art\$pay Photography Exhibition* held at CIGI. We provided historical perspective by showcasing photographs of the Waterloo Musical Society Band accompanied by original music clips.

12.2 OLBA workshop report – S.S. Ahmad (deferred)

Councillor Freeman and Mr. Mensink commented on the OLA Library Board Trustee Boot Camp they attended on February 2, 2019.

12.3 SOLS Trustee Council – R. Harder

- Ms. Harder informed the Board about the SOLS [Governance HUB](#) website which offers helpful resources organized around the 4-year life cycle for public library boards.
- In lieu of the regular spring meeting, Regional Board Council workshops will take place in Guelph on April 6, 2019 and London on April 10, 2019. Everyone is invited to attend.

13. Date of next regular meeting

Wednesday, March 27, 2019 at 5 p.m. at the John M. Harper Branch, preceded by the 2018 Annual General Meeting.

14. Adjournment

Moved by B. Zubi, seconded by S. Milne that the meeting be adjourned.

Motion carried.