

# Waterloo Public Library

## Regular Meeting of the Board



Board Meeting Minutes

September 26, 2018

# Waterloo Public Library – Board Meeting Minutes – 26/09/2018

---

**Board Members Attending:** Ms. Karen Coviello Scian (Chair) 4:05 p.m.; Ms. Jude Doble (Vice Chair); Ms. S.S. Ahmad; Mr. Ian Gilchrist; Ms. Rachel Harder; Mr. John Strong

**Regrets:** Ms. Alison DeMuy; Ms. Helen Kaluzny; Councillor Angela Vieth

**Staff:** Ms. Laurie Clarke (CEO); 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

**Moved by I. Gilchrist**, seconded by S.S. Ahmad, that the agenda be approved.

**Motion carried.**

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

None.

## 4. Ratification of the minutes of the June 27, 2018 regular meeting

**Moved by R. Harder**, seconded by J. Strong, to ratify the minutes of the June 27, 2018 meeting as amended.

**Motion carried.**

K. Coviello Scian took over chair.

## 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

### 10.1 Fundraising Committee report – I. Gilchrist (verbal)

The Fundraising Committee met on November 16 to continue planning After Hours @ The Library. The gala will be held at the Main Library on November 16 from 7:00 p.m. – 9:30 p.m. and will feature comedian, actor and podcaster Marco Timpano. Food vendors and draw prizes are being confirmed. New this year will be Dixon Distillery who will be offering signature cocktails. The Record is again providing in-kind advertising sponsorship. Tickets are available for purchase online, at each library location and from Board members.

## 11. Information Items

### 11.1 – CEO Report – L. Clarke (verbal)

- A letter introducing WPL has been sent to each candidate running in the upcoming municipal election. Signed by Karen Coviello Scian and Laurie Clarke, the letter invites candidates to discover the incredible breadth of programs and services that the library offers and highlights the transformational impact we have in the lives of the citizens of Waterloo. Included are key statistics and links to our Strategic Plan and After Hours and Waterloo Reads events. We have already received responses from several candidates.
- The Summer Reading Club was a huge success with 2,275 participants, an increase of 200 from last summer. The teen component to the Club was especially successful. The Teen SRC is in its second year and grew to 236 participants from 40 participants in 2017.
- Our Summer Night Social events attracted over 1500 participants. Summer Night programs included Hipster Hoedown, Harry Potter Gaming Party, Picnic in the Park and 23 in Uptown – a One Book One Community scavenger hunt.
- A highlight this summer was our Local History walking tour “From Farmer’s Plot to Restaurant Pot: A Historical Look at the Food Scene in UpTown Waterloo. On August 4, 250 participants enjoyed learning about Uptown Waterloo’s historical farms, mills, general stores, inns and taverns, butchers, bakeries and more, all in celebration of #FoodDayCanada.
- In alignment with the municipal election on October 22, 2018, we are running a program called “Kids Takeover WPL”. This program gives the community the opportunity to elect children to take over WPL! From September to October 5 we are inviting kids in grades 4-8 to submit their responses to the question “What would you do to make WPL better for kids?” Children can upload either a video or poster responding to this question. From October 5-22, the public will vote for the ideas they like best, sending 4 kids on to new roles at WPL as CEO, Children’s Manager, Children’s Collection Manager and Marketing Manager. The kids will takeover WPL on Fri, October 26, PD Day.

## Waterloo Public Library – Board Meeting Minutes – 26/09/2018

---

- On September 20, we held a dedication ceremony for the book benches donated by Dolores and Frank Steffler in honour of their parents, Leander and Rose (Dietrich) Steffler and John and Mary Ann (Mahlman) Dorscht. Mayor Jaworsky, Karen Coviello Scian, library staff and family and friends of the Stefflers attended the event.
- Waterloo Reads: Battle of the Books will be held on Monday, October 15, 7:00 p.m. at Hauser Haus, Waterloo Memorial Recreation Complex. Local celebrities and community builders who will champion their books include: Lori Campbell, Lynn Macaulay, Matt White, Pam Patel, Sharon Lloyd, Tarique Plummer, Bashar Jabbour and R. J. Johnston.
- On November 30, the library will be closed for Staff Development Day. In addition to staff activities and training, there will be 2 speakers: Dr. Karyn Gordon, Coach, Counsellor, Emotional Intelligence Expert and Rebecca Higgins, Mental Health Educator.
- The Main Library Mechanical Upgrades project will begin with phase 1 - Replacing the 1965 and 1988 boilers beginning in late October and completed by year end. Phase 2 – Replacing the HVAC system will commence in the New Year.
- The East Side Branch Library project remains on schedule, with construction starting in the summer of 2019 and an opening date in the fall of 2020, as per the Council report. Currently, staff are working on the RFP to hire the consulting team who will develop the final design with the ESBL project team and complete the construction documents.
- The term for the Board is concurrent with Municipal Council. Board applications will be available on the City website, and via a link from the WPL website, by September 28<sup>th</sup>. Three positions on the Board will be vacant for the upcoming Council appointments, but all remaining Board members must also reapply.
- Ms. Clarke will be attending a Canadian Urban Libraries Council (CULC) meeting in Calgary September 30 – October 3, 2018.
- In October, we will be refreshing the Main Library staff room with new flooring, fittings and furniture.

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

Wednesday, October 24, 2018 at 5:00 p.m. at the Main Library. (Regrets: R. Harder)

### **13. Adjournment**

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

**Motion carried.**