



**Location:** Main Library



**Date:** September 25, 2024



**Time:** 5:00pm

## Board Meeting Minutes

**Attending:** F. Mensink (Chair); K. McManus (Vice Chair); M. Kelly; D. Charlton; L. Li, N. Campbell; J. Murphy; R. Chambers

**Regrets:** Councillor J. Wright

**Staff:** K. Kipfer (CEO); L. Jupan (Manager, Finance); A. Kipfer (Manager, Marketing & Communications)

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**1. Call to Order**

- 1.1 Land Acknowledgement – N. Campbell
  - F. Mensink (Chair) called the meeting to order

**2. Approval of the Agenda**

**Moved by:** L. Li, seconded by N. Campbell, that the agenda be approved with the change to move Committee Reports to item #5.

**Motion Carried.**

**3. Disclosure of pecuniary interest and the nature thereof - None**

**4. Approval of the minutes of the June 26, 2024 meeting**

**Moved by:** K. McManus, seconded by D. Charlton that the minutes of the regular June 26, 2024 board meeting be approved.

**Motion Carried.**

**5. Committee Reports**

5.1 Finance Committee – J. Murphy

- Notes to the financial statements as of June 30, 2024 were submitted to the Board as information
- Budget is on track for 2024 as of the end of June 2024

**Moved by:** J. Murphy, seconded by D. Charlton, to accept the notes as information to the Board.



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6. **Board Education: Budget** - L. Jupan/K. Kipfer
  - L. Jupan presented an overview of the budget process and how the budget is created
  - J. Murphy suggested adding this overview as part of new Board Member Orientation
  
7. **Business arising from the minutes**
  - 7.1 Election of Committee Chairs
    - Committee chairs will remain for another term and were asked to poll their committee members about who was interested in remaining on their respective committees
  
  - 7.2 Appointment to the Committee by Chair
    - Governance Committee: D. Charlton (Chair), M. Kelly, L. Li, K. McManus, R. Chambers, K. Kipfer
    - Finance Committee: J. Murphy (Chair), N. Campbell, Councillor J. Wright, K. Kipfer, L. Jupan
    - Fundraising Committee: L. Li (Chair), K. McManus, N. Campbell, M. Kelly, K. Kipfer, A. Kipfer
  
8. **Correspondence** – None.
  
9. **Chair Update** – F. Mensink
  - Governance Committee meeting update to take place at next board meeting
  
10. **AMCC Update** – K. Kipfer
  - McCormick Branch community engagement activities provided excellent feedback about what the community is interested in seeing as part of the expansion
  - A funding gap remains at this moment as we move to schematic design so library staff are making decisions around what features to include at the renovated branch
  - There will be more formal engagement in partnership with the City and the architects in the coming weeks
  - City staff will be meeting with the Board in November to discuss the future of the Main Library in addition to providing updates about the designs for the McCormick Branch
  - Board will complete a visioning exercise in preparation for the meeting with the City about the future of the Main Library, which includes Feasibility Study would look at all the various options



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**11. CEO Report – K. Kipfer**

In her written submission distributed with the board package, K. Kipfer highlighted the following:

- The great success of Night Markets (in partnership with the Uptown BIA) in its new location under the Dupont St overhang
- Participation in the Summer Reading Club increased this year, edging closer to pre-pandemic numbers. A total of 1784 children participating in the club, many of whom attended end of summer party at AMCC
- The Research Institute for Aging is putting together a CIHR Team Grant, and WPL will be participating as one of the members of the grant. The Team Grant aims to co-design, implement, and evaluate community-based interventions to support wellbeing for people living with dementia.

**12. Other Business - None**

**13. In-Camera**

**Moved by:** K. McManus, seconded by J. Murphy, to move in-camera.

**Motion Carried**

**14. Date of Next Regular Meeting – October 23, 2024**

**15. Adjournment**

**Moved by:** D. Charlton, seconded by N. Campbell that the meeting be adjourned.