

MINUTES

Waterloo Public Library Board Meeting

Wednesday, March 25, 2026 at 5:00pm | Main Library

Attendance

Attending

F. Mensink (Chair); K. McManus (Vice Chair); M. Kelly; N. Campbell; J. Murphy; R. Chambers; L. Li; Councillor J. Wright

Regrets

D. Charlton

Staff

K. Kipfer (CEO); L. Dick (Deputy CEO)

Minutes

1. Call to Order

F. Mensink called the meeting to order at 5:01pm.

2. Approval of the Agenda

Moved by K. McManus, seconded by Councillor Wright that the agenda be approved.

Motion carried

3. Disclosure of pecuniary interest and the nature thereof

None.

4. Approval of the minutes of the regular February 25, 2026 meeting

Moved by N. Campbell, seconded by J. Murphy that the minutes of the regular February 25, 2026 meeting be approved.

Motion carried

5. Business arising from the minutes

None.

6. Correspondence

None.

7. Chair Update – F. Mensink

The Chair indicated that he has contacted possible returning members of the Board to prepare a slate of returning officers to present to the entire Board at the June meeting.

8. Committee Reports

8.1 Governance Committee – Fore sighting planning (J. Murphy)

J. Murphy presented a plan for the Board’s May workday that will focus on future readiness and transition planning for the incoming board.

9. CEO Report – K. Kipfer

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

- **Space Updates:** Main Library Feasibility Study engagement is ongoing; preliminary concepts developed, with three options to be presented for public feedback at the April 18 event.
- **Programs, Events & Outreach:** Youth engagement increased, with strong participation in March Break programming and approval of a Jane Goodall “Roots and Shoots” teen project.
- **Community Partnerships & Outreach:** Partnerships and outreach activities expanded, including collaborations with local organizations and consultations to enhance Visiting Library Services.
- **150 Celebrations:** Planning underway for April 18 anniversary event; dignitaries confirmed and public engagement on library design concepts incorporated.
- **Board Learning:** Board members invited to attend OLS webinar on CEO performance evaluation and governance best practices.

10. Other Business

None.

11. In Camera

Moved by K. McManus, seconded by N. Campbell that the Board go In Camera to discuss a matter pertaining to an identifiable individual.

Motion carried

Moved by L. Li, seconded by R. Chambers, that the Board come out of In Camera

Motion carried

12. Date of Next Regular Meeting – May 27, 2026 at the Main Library

13. Adjournment

Moved by J. Murphy, seconded by R. Chambers that the meeting be adjourned.

Motion carried

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