

MINUTES OF BOARD OF TRUSTEES MEETING FOR
KITCHENER PUBLIC LIBRARY BOARD

1. CALL TO ORDER

The Regular Board Meeting of the Kitchener Public Library Board was called to order at 7:01 p.m. on Wednesday, August 21, 2019, by the Chair, Ms. Stephanie Soulis, in the Administration Boardroom at the Central Library.

TRUSTEES PRESENT

Ms. Katherine Andrews, Ms. Michelle Dow, Mr. Cory Ernst, Councillor Kelly Galloway-Sealock, Councillor Sarah Marsh, Mr. Robin Mazumder (by phone), Ms. Shannon Nicholson, Ms. Stephanie Soulis, Ms. Clare Wagner.

Ms. Mary Chevreau, Secretary-Treasurer and Chief Executive Officer.

STAFF PRESENT

Ms. Lesa Balch, Ms. Penny-Lynn Fielding, Ms. Gloria Grigas, Ms. Angela Riddell.

REGRETS

Ms. Erin Rudland, Mr. Derek Vollebregt.

2. AGENDA REVIEW

The Facilities Planning and Building Committee's Update was moved forward in the Agenda as the first item for discussion under Business.

19-41... On motion by Ms. Michelle Dow and seconded by Ms. Katherine Andrews, it was RESOLVED that the Agenda be adopted, as amended.

CARRIED

There were no pecuniary / conflict of interest declarations.

3. MINUTES of the Board Meeting of June 19, 2019.

19-42...

On motion by Councillor Sarah Marsh and seconded by Ms. Clare Wagner, it was RESOLVED that the Minutes of the Board Meeting of June 19, 2019, be approved.

CARRIED

4. BUSINESS ARISING

None.

5. 1. BUSINESS

REPORT OF OFFICERS

(a) Facilities Planning and Building Committee

Updates

Mr. Cory Ernst, Chair of the Facilities Planning and Building Committee, provided an update regarding the construction at the Doon Pioneer Park Community Centre.

City and Library staff visited the construction site on July 31. At that time the core walls were up (cinder-block) and the crews were working on the new library manager's office. City planners will have special lights installed on the "exterior" library wall to illuminate the stained glass windows.

Planned for the fall is a refresh of the library space, including painting, reorganized space, some new furniture and a new digital lab.

Using a PowerPoint presentation, Ms. Mary Chevreau shared photos of the construction site taken at their recent staff visit.

The City anticipates occupancy of the Community Centre in late September/early October, with a soft opening sometime in late October.

(b) Report of the Chair

Updates

Ms. Stephanie Soulis reported that the library received a great response to its community engagement surveys. The input collected will help in the development of the library's 2021 - 2024 strategic plan.

Two community engagement pop-ups are also planned as follows:

- 1) Saturday, Sept 14 at the Kitchener Market from 9:00 am until noon
- 2) Saturday, Sept 28 at Etsy Made in Canada at City Hall from 1:00 pm to 4:00 pm

Please notify Mary or Gloria if able to help at these sessions.

In honour of the launch of the new Heffner Studio in the Central Library, Party in the Stacks 2.0 is scheduled on Tuesday, September 17 from 6 pm to 8 pm. Please confirm with Gloria by Friday, September 6 if able to attend the opening.

Tickets to this free celebratory event will be made available to the public starting on Monday, September 9 on a first-come, first-served basis.

Gourmet food, refreshments and great entertainment; including performances by Jim Cuddy along with the Penderecki String Quartet are planned.

(c) Public Service and Policy Committee

Updates

Ms. Clare Wagner, Chair of the Public Service and Policy Committee, notified the Board that the Committee will be sharing a new Board Policy called *Social Media Communications – Board Trustees* for the Board's review and final approval at the September Board meeting.

The document will be available for viewing on the Board's portal and will be included with the September Board package.

(d) Finance Committee

June 2019 Financial Statement

19-43... On motion by Ms. Michelle Dow and seconded by Councillor Sarah Marsh, it was RESOLVED to accept the June 2019 Financial Statements, as printed.

CARRIED

July 2019 Financial Statement

19-44... On motion by Ms. Michelle Dow and seconded by Ms. Clare Wagner, it was RESOLVED to accept the July 2019 Financial Statements, as printed.

CARRIED

2019 Year End Projections

Ms. Michelle Dow reviewed the 2019 Year End Projections.

2020 Draft Capital Budget

Ms. Michelle Dow presented the draft 2020 Capital Budget in detail.

19-45...

On motion by Ms. Michelle Dow and seconded by Ms. Shannon Nicholson, it was RESOLVED to approve the draft Capital Forecast 2020 – 2029.

CARRIED

2020 Draft Operating Budget

Ms. Michelle Dow presented the highlights of the draft 2020 Revenue Budget Summary.

19-46...

On motion by Ms. Michelle Dow and seconded by Ms. Shannon Nicholson, it was RESOLVED to approve the draft 2020 Operating Budget as printed.

CARRIED

2020 Budget Timelines

The 2020 budget timelines were outlined.

(e) Report of the Secretary-Treasurer and CEOUpdatesMid-Year Report

The CEO provided highlights of the Board's Mid-Year Report that was distributed at the meeting.

The 85 Green program which includes the two new beehives on the green roof and the Learning Garden in the Courtyard at the Central Library have proven to be very popular.

The Ontario Seed Company volunteered a staff member in-kind to help tend the garden. The produce from the vegetable and herb gardens has been plentiful.

More details will be made available this fall regarding the library's new initiative that will focus on nutrition and food literacy. Plans are in the works for a chef to talk about the snacks that will be prepared for the library's after school programming.

Mr. Robin Mazumder will be sent documentation pertaining to this new initiative, at his request. Please notify the CEO of anyone that would be interested in funding this project.

Stories That Move You which was introduced to celebrate the launch of ION services on the library's website and social media, has received great traction. Ms. Mary Chevreau will send an email to the Board to respond if interested in a library t-shirt from the launch.

Look for an upcoming series to be introduced later this year in which play lists will be released of well-known individuals in the community.

Ms. Mary Chevreau reviewed the proposed agenda for Party in the Stacks 2.0 during the evening of September 17. The event will be announced to the public soon.

Councillor Sarah Marsh acknowledged our great looking Mid-Year Report.

E-content Update

At a Library Board meeting in October 2015, the Library Board passed a motion to support and endorse the Canadian Public Library Ebook Advocacy Campaign.

At that time Canadian Public Libraries formed a coalition to raise awareness of the unreasonably high prices that multinational publishers imposed on public libraries for ebooks, creating a barrier for public libraries to offer universal access to this content.

The CEO reported that the situation with the 5 major publishing houses that manage e-content has continued to escalate. The higher prices for libraries imposed on ebooks and the number of user restrictions have not changed. Now an embargo has been placed on library orders for ebooks from Macmillan. This will impact the delivery of library service to users of e-content.

The Canadian Urban Libraries Council (CULC) has hired a well-known consultant to initiate changes at the federal level regarding copyright laws.

The Library Board supported the CEO who will present an e-content update to City Council, and request that Council put pressure on influencers at all levels of government.

On the Library Board's portal, Ms. Mary Chevreau will provide a series of bullet points for the Trustees to reference when speaking about this national library issue.

6. II. NEW BUSINESS

None.

7. III. PRESENTATIONS(a) Report of Councillors

Councillor Kelly Galloway-Sealock reported that the City of Kitchener has approved a pilot project to reduce the speed limit by 10 km/h in the Huron, Doon and Stanley Park areas. That will mean 40 km/h speed limits on most streets within the project's limits. During the project, staff will collect data to present an update to Council with recommendations.

Councillor Sarah Marsh reported that she attended this year's AMO (Association for Municipalities Ontario) conference. A major issue for many municipalities is affordable housing.

The City of Kitchener has an Affordable Housing Strategy in place which was approved in June 2019 by the City's Planning & Strategic Initiatives Committee. The City will continue to look for solutions at all levels.

At the conference, Councillor Sarah Marsh had the opportunity to meet with the Provincial Minister of Children, Community and Social Services at which time she provided an update of incidents occurring at our community centres and libraries and the City's approval of a Consumption and Treatment Services site.

In-Camera Session

19-47 On motion by Ms. Michelle Dow and seconded by Ms. Katherine Andrews, it was RESOLVED to move the meeting in-camera to discuss a confidential personnel issue with no staff present.

CARRIED

19-48... On motion by Councillor Kelly Galloway-Sealock and seconded by Ms. Katherine Andrews, it was RESOLVED to conclude the in-camera session.

CARRIED

8. ADJOURNMENT

19-49... There being no further business, on motion by Ms. Clare Wagner, it was RESOLVED to adjourn the meeting at 8:34 p.m.

CARRIED

Chair

Secretary-Treasurer

[Attachments Accompanying August 21, 2019 Board Meeting]

- (a) June 19, 2019 Library Board Minutes
- (b) June 2019 Financial Statement
- (c) July 2019 Financial Statement
- (d) 2019 Year End Projections
- (e) 2020 Draft Operating Budget
- (f) 2020 Draft Capital Budget
- (g) Mid-Year Report