

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 7:00 p.m. on Wednesday, November 21, 2018, by the Chair, Ms. Stephanie Soulis, in the Administration Boardroom at Central.

TRUSTEES PRESENT

Ms. Katherine Andrews, Mr. Tim Blundon, Mr. Wayne Buchholtz, Ms. Michelle Dow, Mr. Cory Ernst, Councillor Kelly Galloway-Sealock, Councillor Sarah Marsh, Ms. Erin Rudland, Ms. Stephanie Soulis.

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

STAFF PRESENT

Ms. Lesa Balch, Ms. Penny-Lynn Fielding, Ms. Sabina Franzen, Ms. Gloria Grigas.

REGRETS

Ms. Jessica Kropf, Ms. Jacqueline McLaren.

2. AGENDA REVIEW

18-64... On motion by Mr. Wayne Buchholtz and seconded by Ms. Michelle Dow, it was RESOLVED that the Agenda be adopted.

CARRIED

There were no pecuniary / conflict of interest declarations.

3. MINUTES of the Board Meeting of October 17, 2018

18-65... On motion by Ms. Michelle Dow and seconded by Ms. Katherine Andrews, it was RESOLVED that the Minutes of the October 17, 2018, Library Board meeting be approved.

CARRIED

4. BUSINESS ARISING

None.

5. 1. BUSINESS

REPORT OF OFFICERS

(a) Report of the Chair

Updates

Library Board Start Time in December

Ms. Stephanie Soulis reminded the Library Board that the December Library Board meets on Wednesday, December 12 at 6:30 pm.

Following the Board meeting, Board members will have an opportunity to say goodbye to those that are not returning to the Board and to meet the new Trustees that have been appointed to the Library Board.

Congratulations were extended to Councillor Sarah Marsh and Councillor Kelly-Galloway Sealock who have been re-elected and will be serving on the Kitchener Public Library Board again for the next 4-year term.

Library Holiday Closures

The Chair reviewed the holiday closures at all Kitchener Public Library locations which include Tuesday, December 25, Wednesday, December 26 and Tuesday, January 1, 2019. The libraries will also close at 1:00 pm on Monday, December 24 and Monday, December 31.

(b) Finance Committee

October 2018 Financial Statement

[Mr. Tim Blundon joined the meeting.]

18-66... On motion by Ms. Michelle Dow and seconded by Mr. Wayne Buchholtz, it was RESOLVED to accept the October 2018 Financial Statement, as printed.

CARRIED

Ms. Mary Chevreau also confirmed that the library's provincial grant has been received.

(c) Facilities Planning & Building Committee

Updates

In-Camera Session

18-67... On motion by Ms. Erin Rudland and seconded by Mr. Wayne Buchholtz, it was RESOLVED that the meeting move in-camera to discuss a confidential financial matter.

CARRIED

18-68... On motion by Councillor Sarah Marsh and seconded by Mr. Tim Blundon, it was RESOLVED that the in-camera session be concluded.

CARRIED

18-69... On motion by Ms. Erin Rudland and seconded by Mr. Wayne Buchholtz, it was RESOLVED that the Kitchener Public Library Board approve the block schematic provided by the City of Kitchener for a shared civic commons on the Rosenberg site, with a standalone library, as the preferred location of Kitchener Public Library's new Southwest Community Library.

CARRIED

An Issue Paper regarding the proposed Southwest Community Library outlining the Board's preferred location and its funding requirements will be submitted to the City by the end of November 2018.

(d) Report of the Secretary-Treasurer and CEO

Updates

Staff are currently working on the 2019 Business Plan which will be shared with the Library Board at the January Board meeting.

Mary Chevreau referred to the handout provided at the Board meeting, *Technology Access in Public Libraries: Outcomes and Impacts for Ontario Communities Project Summary*.

Toronto Public Library received a grant to undergo a Technology Assessment study in which Kitchener Public Library, along with a few other libraries, participated by collecting data from those who use technology at each library.

This outcome based project now provides libraries with data that measures the significant contribution that libraries make in bridging the inequities of access to technology.

The CEO shared the Certificate of Award for the Story Sheroes program that was presented to Kitchener Public Library at the Child and Youth Services Expo earlier in the year.

Lindsey Skeen, Manager of Children & Teen Services, along with Kira Burt from the Children's department, will be making a presentation about the Story Sheroes program at the OLA Super Conference in 2019.

Kitchener Public Library will be presenting its Operating Budget to Finance & Corporate Services on Monday, January 7, 2019 and its Capital Budget on Monday, January 14, 2019.

At the Striking Committee on November 19, 2018, Council confirmed the library's slate of names for the Kitchener Public Library Board members which will be ratified at its Inaugural meeting on December 3, 2018.

Ms. Mary Chevreau acknowledged that tonight is the last Library Board meeting for Mr. Tim Blundon, Mr. Wayne Buchholtz, Ms. Jessica Kropf and Ms. Jacqueline McLaren. All have been invited to return on December 12 at 7:30 pm to celebrate their service with the Board at that time.

6. 11. NEW BUSINESS

None

7. 111. PRESENTATIONS

Report of Councillors

The Inaugural Meeting of City Council is scheduled for Monday, December 3, 2018.

Final budget day at the City of Kitchener is Thursday, January 31.

Councillor Sarah Marsh commented on the number of applicants who expressed an interest in volunteering on the Library Board and hoped they will volunteer with the library in other ways, if not appointed to the Library Board.

8. ADJOURNMENT

18-70... On motion by Councillor Kelly-Galloway Sealock, it was RESOLVED to adjourn the Board meeting at 8:03 p.m.

CARRIED

Chair

Secretary-Treasurer

Attachments Accompanying November 21, 2018 Board Meeting]

- (a) October 17, 2018 Library Board Minutes
- (b) October 2018 Financial Statement
- (c) December 2018 Calendar of Events
- (d) Report on the Planned Southwest Community Library
- (e) Technology Access in Public Libraries: Outcomes & Impacts for Ontario Communities Project Summary (distributed at the meeting)