

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, April 17, 2019, by the Chair, Ms. Stephanie Soulis, in the Administration Boardroom at Central.

TRUSTEES PRESENT

Ms. Katherine Andrews, Ms. Michelle Dow, Mr. Cory Ernst, Councillor Kelly Galloway-Sealock, Councillor Sarah Marsh, Ms. Shannon Nicholson, Ms. Stephanie Soulis, Mr. Derek Vollebregt, Ms. Clare Wagner.

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

STAFF PRESENT

Ms. Penny-Lynn Fielding, Ms. Sabina Franzen.

REGRETS

Ms. Gloria Grigas, Ms. Erin Rudland, Ms. Lesa Balch, Mr. Robin Mazumder.

SPECIAL GUEST

Mr. Bob Egan, Manager, Community Development, Kitchener Public Library; Mr. Kevin Page, Manager, Heffner Studio.

2. AGENDA REVIEW

19-24... On motion by Ms. Katherine Andrews and seconded by Ms. Shannon Nicholson, it was RESOLVED that the Agenda be adopted with the addition of a Public Services and Policy Committee update under Business.

CARRIED

There were no pecuniary / conflict of interest declarations.

3. Heffner Studio Presentation by Kevin Page and Bob Egan

Mr. Bob Egan, Manager, Community Development and Mr. Kevin Page, Manager, Heffner Studio, provided a presentation on the services, equipment and programming planned for the post construction Heffner Studio space.

4. MINUTES of the Board Meeting of March 20, 2019.

19-25... On motion by Ms. Katherine Andrews and seconded by Ms. Clare Wagner, it was RESOLVED that the Minutes of the Board Meeting of March 20, 2019, be approved with a correction to the Party in the Stacks 2 date.

CARRIED

5. BUSINESS ARISING

None.

6. 1. BUSINESS

REPORT OF OFFICERS

(a) Report of the Chair

Updates

Kitchener Public Library was pleased to have MP Raj Saini at Central Library on Friday, April 12, 2019 to announce a grant of \$97,000 for the Heffner Studio project from the Government of Canada's Cultural Spaces Fund.

All library locations will be closed on Friday, April 19, Sunday April 21 and Monday, April 22, 2019 for the Easter holiday weekend.

(b) Facilities Planning & Building Committee

Updates

Mr. Cory Ernst, Chair of the Facilities Planning and Building Committee, reported that construction at the Pioneer Park Community Centre has resumed. A two week closure of the Pioneer Park Community Library is anticipated sometime in August when water will be turned off as part of the construction work. The book drop will remain open and full time staff will be reassigned to other locations. The exact date of the closure will be confirmed at a future date.

The potential construction timelines for the new Southwest branch may need to be adjusted to 2023 or 2024. In discussion with City of Kitchener staff, there is some concern regarding the timing for

completion of the new trunkline and developer connections to the trunkline. Further discussions and investigation will be undertaken.

A question and answer session followed.

(c) Finance Committee

March 2019 Financial Statement

Ms. Michelle Dow, Chair of the Finance Committee, reviewed the March 2019 Financial Statements.

19-26...

On motion by Ms. Michelle Dow and seconded by Ms. Katherine Andrews, it was RESOLVED to accept the March 2019 Financial Statements, as printed.

CARRIED

(d) Public Service and Policy Committee

Updates

Ms. Clare Wagner, Chair of the Public Service and Policy Committee, reported that a review of the board self evaluation tool will be completed in October. Feedback gathered from earlier this year will be used to develop revisions and move to an online format.

To support ongoing education on Board governance, short 10 minute information sessions will be provided regularly at future Board meetings. This will also provide the opportunity for regular review of Board policies.

The committee will also undertake a review of committee structure and function and update documentation. It is anticipated that the new Board portal will be a great tool to share policy information.

Ms. Shannon Nicholson provided a review of the GOV-10 Board Advocacy Policy highlighting the Board's role.

Ms. Mary Chevreau presented information on the various library associations operating in Ontario and summarized the purpose and services of the following:

1. Southern Ontario Library Service
2. Ontario Library Association
3. Federation of Ontario Public Libraries
4. Canadian Federation of Library Associations
5. Canadian Urban Library Council

(e) Report of the Secretary-Treasurer and CEO

Updates

Board Portal

Ms. Mary Chevreau provided a demonstration of the software for the Board portal from IGLOO.

Party in the Stacks 2

The musical head liner for the Party in the Stack 2 event has a conflict with the date of Thursday, September 19 and the event will need to be moved to Tuesday, September 17.

19-27... On motion by Ms. Shannon Nicholson and seconded by Councillor Kelly Galloway-Sealock, it was RESOLVED to approve the date change for Party in the Stacks 2 to Tuesday, September 17, 2019.

CARRIED

Strategic Plan

As a result of the RPF, Overlap Associates Inc. has been awarded the contract for community and stakeholder engagement and branding.

Other

Ms. Mary Chevreau has a limited supply of tickets available for the film, "The Public", which will be shown on May 9, 2019 at 6:45pm at the Apollo Theatre as part of the Grand River Film Festival. Ms. Mary Chevreau will be participating in a panel discussion after the viewing.

The launch event for the One Book One Community will take place on April 24, 2019 at 10am at St John's Lutheran Church. Please let Ms. Mary Chevreau know if you plan to attend. Each Board member will receive a copy of this year's book, "The Home for Unwanted Girls" by Joanna Goodman.

The National Volunteer Week 2019 was April 7-13, 2019. All volunteers received a bookmark and eyeglass cleaning cloth as a token of thanks and appreciation for volunteering at Kitchener Public Library.

7. II. NEW BUSINESS

None.

8. III. PRESENTATIONS(a) Report of Councillors

Councillor Sarah Marsh reported that Council confirmed support for the proposed consumption and treatment site at 150 Duke St West.

The Queen Street redesign work has been delayed as the tender submissions exceeded anticipated costs and will need to be retendered.

Neighbour's Day will be held on June 9, 2019 with lots of activities planned around the city.

True North 2019 will be held on June 20, 2019 with events planned in the downtown area.

City of Kitchener will be introducing an accommodation tax of 4% on bookings for hotels, bread and breakfast etc. starting July 2019.

Councillor Kelly Galloway-Sealock reported that Council has approved a Corporate Climate Action Plan and will be hiring staff to support this initiative.

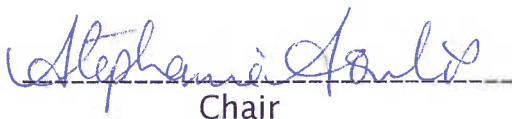
An Urban Forest Strategy has been approved that will increase tree plantings to assist in replacing the loss of many ash trees.

Work on a comprehensive review of the Zoning Bylaw continues and changes are anticipated.

9. ADJOURNMENT

19-28... There being no further business, on motion by Ms. Michelle Dow, it was RESOLVED to adjourn the meeting at 8:45p.m.

CARRIED


Chair


Secretary-Treasurer

[Attachments Accompanying April 17, 2019 Board Meeting]

- (a) March 20, 2019 Library Board Minutes
- (b) March 2019 Financial Statement
- (c) Library Board Calendar for April and May