

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, October 16, 2019, by the Chair, Ms. Stephanie Soulis, in the Meeting Room at the Grand River Stanley Park Community Library.

TRUSTEES PRESENT

Ms. Katherine Andrews, Ms. Michelle Dow, Mr. Cory Ernst, 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. Gloria Grigas, Ms. Angela Riddell.

REGRETS

Ms. Lesa Balch, Councillor Kelly Galloway-Sealock, Mr. Robin Mazumder, Ms. Erin Rudland.

SPECIAL GUEST

Ms. Robyn Zondervan, Manager, Grand River Stanley Park Community Library.

2. AGENDA REVIEW

No changes were made to the Agenda.

19-56... On motion by Ms. Shannon Nicholson and seconded by Ms. Katherine Andrews, it was RESOLVED that the Agenda be adopted.

CARRIED

There were no pecuniary / conflict of interest declarations.

3. Presentation by Robyn Zondervan

Ms. Robyn Zondervan, Manager of the Grand River Stanley Park Community Library, provided an overview of the branch.

Grand River Stanley Park Community Library was the first KPL branch to open and is now 48 years old. The branch opened in 1971 and moved to its current location in 2002. Its staffing component is made up of 6 full-time employees, 4 part-time, and 3 shelvers.

The users of the branch are a unique mix of baby boomers and seniors, newcomers, families and students.

The Grand River Collegiate Institute (GRCI) attached to the branch has an enrollment of 1300 students with a new addition built onto the high school that will open next semester.

Robyn highlighted some of the ways the library has responded to opportunities and needs of the community. A group of Tween boy gamers and students regularly use the branch after school. The library works closely with the high school and strives to build relationships with students as well as offer opportunities for intergenerational connections and programs with the community.

The GRCI garden in the school has been used for some activities in the library's *Little Sprouts* program to inspire tiny green thumbs. The library provided an opportunity for a small vocal group of students to perform to customers in the branch.

Women from Anselma House, located nearby, are now coming to the library for help with ID services from the Library Settlement Partnership (LSP) services offered onsite at the branch.

The Stanley Park Community Centre partners with the branch to celebrate the City's annual Neighbours Day hosted at the Community Centre. This year's celebration was attended by 2,000 people in the community. Some of the library's outreach activities are also scheduled at the Community Centre.

The branch is an important space in our community, as a neutral third space where everyone is welcome and can meet on equal footing. It also allows customers to build social capital through programming such as Grand Reads, where they have been able to make new friends and become more connected in their community.

[Councillor Sarah Marsh joined the meeting.]

Ukulele classes were a great success, and many of the participants showed off their new skills to members of Sunnyside Home at a final concert.

Library staff speak 5 different languages and continue to foster a warm and welcoming environment.

Ms. Robyn Zondervan encouraged the Library Board to take the time to tour the branch.

Ms. Mary Chevreau thanked Ms. Robyn Zondervan for her informative presentation.

4. MINUTES of the Board Meeting of September 18, 2019.

19-57... On motion by Ms. Katherine Andrews and seconded by Mr. Cory Ernst, it was RESOLVED that the Minutes of the Board Meeting of September 18, 2019, be approved.

CARRIED

5. BUSINESS ARISING

None.

6. 1. BUSINESS

REPORT OF OFFICERS

(a) Report of the Chair

Updates

Ms. Stephanie Soulis reminded the Library Board that all locations of the library will be closed on Thursday, October 24 for a professional development day with all staff present.

Please RSVP Gloria if planning to attend the library's Volunteer Celebration at the Central Library on Friday evening, October 25.

(b) Facilities Planning and Building Committee

Updates

Mr. Cory Ernst reported that the Pioneer Park Community Library will be closed from Monday, October 14 to Monday, October 28 for the installation of a new water main. The branch is anticipated to reopen on Tuesday, October 29.

During the closed period, the branch will be painted, and new furniture and equipment will be installed.

The City of Kitchener is anticipating an occupancy date for the Doon Pioneer Park Community Centre in November.

(c) Public Service and Policy Committee

Updates

As noted by Ms. Clare Wagner, Chair of the Public Service and Policy Committee, the Committee will review and answer questions regarding the Board's policies on a need basis.

Mr. Derek Vollebregt suggested that the Public Service and Policy Committee may want to consider the option of introducing a timetable for the review of existing Board policies instead.

Using a Power Point presentation, Ms. Katherine Andrews highlighted policies for the Board's reference in preparation for the CEO's evaluation.

At its next meeting the Committee will review and update the Board's Governance Policy related to the CEO's evaluation, if required. The Committee will also discuss if an Equity Statement needs to be endorsed by the Board during its review of Board policies.

(d) Finance Committee

September 2019 Financial Statement

19-58...

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

CARRIED

19-59... On motion by Mr. Derek Vollebregt and seconded by Ms. Clare Wagner, it was RESOLVED that the Library's Financial Statements be reported to the Library Board on a quarterly basis for acceptance rather than on a monthly basis.

CARRIED

(e) Report of the Secretary-Treasurer and CEO

Updates

Hacienda Café Update

Ms. Mary Chevreau asked for the Board's input regarding a new initiative proposed by the owner of the Hacienda Café. Various opportunities that the café may want to consider to increase revenue were offered as additional feedback for the CEO to share with the owner.

Effective November 1, menstrual products will be made available for free in the library washrooms, a new initiative to be piloted at Central.

7. II. NEW BUSINESS

None.

8. III. PRESENTATIONS

(a) Report of Councillors

Councillor Sarah Marsh reported that the Mayor and some Councillors met with local politicians to outline the City's priorities and learn more about their platforms.

Councillor Sarah Marsh reported that *Ideas of the Brave*, the community symposium offered on Wednesday October 2, 2019 to help develop Kitchener's next economic Development Strategy, was well attended. Ms. Penny-Lynn Fielding, Ms. Megan Clare and Mr. Bob Egan attended on behalf of Kitchener Public Library.

9. ADJOURNMENT

19-60...

There being no further business, on motion by Ms. Michelle Dow, it was RESOLVED to adjourn the meeting at 8:25 p.m.

CARRIED

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Chair

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Secretary-Treasurer

[Attachments Accompanying October 16, 2019 Board Meeting]

- (a) September 18, 2019 Library Board Minutes
- (b) September 2019 Financial Statement
- (c) Council Minutes, September 23, 2019
- (d)