

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 6:34 p.m. on Wednesday, December 9, 2020, by the Chair, Stephanie Soulis, using the online platform, Zoom, as a result of the COVID-19 pandemic.

TRUSTEES PRESENT

Katherine Andrews; Cory Ernst; Michelle Dow; Colleen James; Councillor Kelly Galloway-Sealock; Councillor Sarah Marsh; Shannon Nicholson; Dana Ristic; Erin Rudland; Stephanie Soulis; Clare Wagner.

Mary Chevreau, Secretary-Treasurer and Chief Executive Officer.

STAFF PRESENT

Lesa Balch; Penny-Lynn Fielding; Gloria Grigas; Angela Riddell.

REGRETS

None.

2. *Welcome*, Colleen James

The Chair welcomed Colleen James to her first Kitchener Public Library Board Meeting. At the end of November 2020, Kitchener City Council confirmed its appointment of Colleen James to the Kitchener Public Library Board for the term ending November 30, 2022.

Colleen James shared information about her background and commitment to support and help the Library Board.

3. AGENDA REVIEW

20-61... On motion by Erin Rudland and seconded by Katherine Andrews, it was RESOLVED that the Agenda be adopted, as amended.

CARRIED

There were no pecuniary / conflict of interest declarations.

4. MINUTES of the Board Meeting of November 18, 2020

20-62... On motion by Councillor Kelly Galloway-Sealock and seconded by Cory Ernst, it was RESOLVED to approve the Minutes of the Library Board Meeting of November 18, 2020.

CARRIED

5. BUSINESS ARISING

None.

6. 1. BUSINESSREPORT OF OFFICERS(a) Report of the ChairUpdatesOntario Library Association (OLA) Super Conference 2021

The OLA Super Conference in 2021 is scheduled as a virtual event from Wednesday, February 3 to Saturday, February 6, 2021.

All Board members are welcome to attend the workshops offered during the conference. The Saturday, February 6 program is devoted to the Public Library Trustee Bootcamp.

Please visit the following link for the schedule of workshops available at <https://www.olasuperconference.ca/whats-happening/2021-schedule/> and submit your requests to Gloria before Christmas if planning to attend any of the sessions.

Strike Nominating Committee

Councillor Sarah Marsh volunteered to Chair the Nominating Committee and provide a Slate of Officers at the January Library Board meeting of all Trustees running for election in the positions outlined below.

When Trustees are contacted by Councillor Sarah Marsh please confirm if interested in running for any of the following positions for the year 2021:

- 1) Chair of the Library Board
- 2) Chair of the Finance Committee
- 3) Chair of the Public Service & Policy Committee
- 4) Chair of the Facilities Planning & Building Committee
- 5) Chair of the ad hoc Diversity & Inclusion Committee
- 6) 1st Vice-Chair of the Library Board
- 7) 2nd Vice Chair of the Library Board

The position of 1st and 2nd Vice-Chair may be filled by a Committee Chair.

(b) Facilities Planning & Building Committee

No updates were reported by Erin Rudland, Chair of the Facilities Planning and Building Committee,

(c) Report of the Secretary-Treasurer and CEO

2020 Year-end Projections Update

Mary Chevreau provided an update of the 2020 Year-end projections as outlined in the Library Board package.

No questions were noted.

2021 Budget Update

At City Council's Operating Budget on Monday, November 30, 2020, Kitchener Public Library presented its 2021 Budget Issue Paper outlining its proposal to eliminate library fines for overdue materials in 2021 and its budget request from City Council to fund the library's resulting revenue shortfall.

Library staff were directed to provide a revised budget to reflect what the impacts of elimination of fines would have on their overall 2021 budget.

The Library Board will be updated regarding Council's final decision in January.

Kitchener Public Library's Capital Budget meeting with City Council is scheduled for Monday, December 14, 2020.

Kitchener Public Library Highlights Presentation

Mary Chevreau presented an overview of the library's highlights from July to November 2020 as follows:

- 1) 927 virtual programs
- 2) 20,367 virtual attendees
- 3) 32 - 62% increase in the library's digital collection
- 4) 154 volunteers
- 5) 2,000+ volunteer hours
- 6) 121,309 in-person visitors
- 7) 1,460 curated book bundles for children, adults and educators
- 8) 95 Contact-free Curb & Carry Requests

Miscellaneous - Library Board Recruitment

In response to Clare Wagner's request to solicit feedback from the recent Library Board applicants, Mary Chevreau will contact City staff first and report back to the Library Board with an update.

In the interim, Stephanie Soulis requested that the Library Board submit their questions for the proposed Library Board's survey for Library Board applicants that were interviewed by the Executive, if necessary.

6. II. NEW BUSINESS

None.

7. III. PRESENTATIONS

(a) Report of Councillors

Councillor Kelly Galloway-Sealock noted that City Council is part way through its budget process.

The Community & Infrastructure Services Committee approved the installation of a protected downtown cycling grid at its meeting on December 7, 2020.

Capital Budget day with City Council is Monday, December 14, 2020.

Councillor Sarah Marsh reported that the Christkindl Market is only online in 2020. Visit www.christkindl.ca for more information. An 2020 Advent Calendar is also available on this website.

City of Kitchener's New Year's Levee is Sunday, January 3, 2021. Free skating and some free skates will be made available at the various skating rinks throughout the City, with limited numbers on the rinks at one time to respect social distancing, and also dependent should the City move into Lockdown.

Councillor Sarah Marsh encouraged the Board to discover Downtown Kitchener's new self-guided Art Walk, a collaboration between the Downtown Kitchener Business Improvement Association (DTK BIA) and the Kitchener-Waterloo Art Gallery (KWAG).

Self-guided Field Guide booklets are available for pickup at local businesses and online.

Other

The Chair wished everyone a great December!

8. ADJOURNMENT

20-63... There being no further business, on motion by Michelle Dow and seconded by Colleen James, it was RESOLVED to adjourn the meeting at 7:30 p.m.

CARRIED

Chair

Secretary-Treasurer

[Attachments Accompany November Board Meeting]

- (a) November 18, 2020 Library Board Minutes
- (b) 2020 Year-end Projections