



## **Regional Municipality of Waterloo**

### **Library Committee**

### **Minutes**

Tuesday, May 26, 2015

7:55 a.m.

Room 218

150 Frederick Street, Kitchener

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Present were: Chair L. Armstrong, S. Foxton, J. Nowak and S. Shantz

Also present: K. Bernstein, L. Bish and H. Woodley

#### **Declarations of Pecuniary Interest under “The Municipal Conflict of Interest Act”**

None declared.

Lucille Bish, Director, Cultural Services, introduced Heather Woodley, Acting Manager, Information Services.

#### **Reports**

- a) PDL-LIB-15-04, Region of Waterloo Library Financial Reports – 2014 Year End and January to April 2015

L. Bish noted the surplus result of the finalized 2014 year-end statements and advised that typically the Library Committee has moved any surplus to the capital reserve fund, where it can begin earning interest.

Moved by S. Shantz

Seconded by J. Nowak

That the Regional Municipality of Waterloo approve the transfer of the 2014 Region of Waterloo Library operating surplus in the amount of \$58,497 to the Library Capital

Reserve Fund to support future funding of capital and one-time projects, as outlined in report PDL-LIB-15-04, dated May 26, 2015.

Carried

- b) PDL-LIB-15-05, Region of Waterloo Library Operations Update – January to April 2015

L. Bish provided an update overview of the proposed Breslau project including a recent presentation to the established Community Task Force, potential budget considerations, and operating issues for consideration for the existing branch in Bloomingdale and the potential branch in Breslau. The Committee discussed the current operating costs and hours of operation for the Bloomingdale branch, as well as public feedback received about the proposed Breslau project. L. Bish noted that at this point in time, no decision has been made about the proposed Breslau project or the Bloomingdale branch.

Received for information

- c) PDL-LIB-15-06, Proposed Change to Region of Waterloo Library Program Fees

Kelly Bernstein, Acting Manager, Public Services, highlighted the benefits of amending the current Fees and Charges By-law to eliminate user fees for core programs offered at the Region of Waterloo Library (RWL). She summarized the budget impact for current and future years.

L. Bish responded to Committee questions about a planned public awareness campaign, noting that the elimination of the fees will be effective September 1, 2015.

Moved by J. Nowak

Seconded by S. Foxton

That the Regional Municipality of Waterloo amend the Fees and Charges By-Law 15-019 to eliminate fees for Region of Waterloo Library (RWL) core programs, such as adult, craft, movie and entertainers, and charge a cost recovery fee only for special event and partnership programs, as described in Report PDL-LIB-15-06, dated May 26, 2015.

Carried

### **Information/Correspondence**

- a) Letter to Library Board Chair from Southern Ontario Library Service (SOLS) dated January 26, 2015

L. Bish summarized the role of the Southern Ontario Library Service Trustee Council and the value of representation from the Region's Library Committee. She advised that 1879743

meetings are held twice annually – in April and October and include representation from other library boards in Area 3. The Committee discussed participation on the Trustee Council and agreed to rotate attendance at planned meetings during their term on the Library Committee. Staff will share details of upcoming meetings and the members will determine availability.

b) Tour of Library Branches

L. Bish suggested that two half-day tours of the library branches could be organized for the Committee members; there was general agreement that staff coordinate dates and times with the Regional Councillors' Assistant.

Received for information

**Next Meeting – October 6, 2015**

**Adjourn**

The meeting adjourned at 8:25 a.m.

**Committee Chair, L. Armstrong**

**Committee Clerk, S. Natolochny**