Regional Municipality of Waterloo
Library Committee
Minutes

Tuesday, October 27, 2015
12:40 p.m.
Room 217
150 Frederick Street, Kitchener

Present were: Chair L. Armstrong, S. Foxton, J. Nowak and S. Shantz
Also present: L. Bish, K. Bernstein and H. Woodley

Motion to go into Closed Session
Moved by S. Foxton
Seconded by J. Nowak

That a closed meeting of the Library Committee be held on Tuesday, October 27, 2015, at 12:26 p.m. in Room 217 in accordance with Section 239 of the Municipal Act, 2001, for the purposes of considering the following subject matters:

   a) personal matters about an identifiable individual, including municipal or local board employees

   Carried

Motion to Reconvene Into Open Session
Moved by S. Shantz
Seconded by J. Nowak

That the Library Committee reconvene into Open Session.
Carried

Declarations of Pecuniary Interest under the “Municipal Conflict Of Interest Act”

None declared.

Reports


L. Bish noted that the year-to-date figures for Total Staffing Costs have a variance largely due to delays in hiring the two positions approved in the 2015 budget. She added that it’s anticipated the Coordinator Library Technologies position will be filled before the end of the year.

Received for information

PDL-LIB-15-08, Region of Waterloo Library Operations Update - May to September 2015

Heather Woodley, Acting Manager, Information Services provided an overview of the operational activities, including collections and use; library technology; and, staffing. She highlighted that local history resources will be available for patrons of the Ayr branch in 2016.

Kelly Bernstein, Acting Manager, Public Services, summarized the programs and events which have taken place, as well as a facilities update. She noted that electronic screens capable of showing program dates and other Region of Waterloo Library (RWL) information will be installed in all the branches by the end of this year.

Received for information

Information/Correspondence

Correspondence: Township of Woolwich, Re: Bloomingdale Public Library

L. Bish referenced the letter of support for the continued services at the Bloomingdale Public Library branch. S. Shantz noted that the matter will be further discussed at the Township Council meeting this evening.

L. Bish added that staff will look at options to serve smaller communities, as required. At this point in time, the Region is staying neutral pending the Township decision. She stated that a report will come back to Committee in the future with updates and service options.
Received for information

L. Armstrong noted that the Baden branch needs some expansion of operations and hours in light of the significant growth in the community. K. Bernstein confirmed that staff are looking at the options available.

Region of Waterloo Library Letter of Support for Ontario Library Consortium Grant Application – “Next Gen Community Engagement, a Consortia Library Linked Data Initiative”

L. Bish advised that the Chair has reviewed and approved the letter prepared by staff; the letter will be sent on behalf of the Library Committee.

Received for information

Other Business

2016 Meeting Dates and Library Branch Tour

L. Bish distributed a memo with suggested meeting dates for 2016 and suggested dates for the Committee to tour some of the local library branches; a copy is appended to the original minutes.

The Committee agreed to the branch tours being held on December 2, 2015. Details for the full-day of tours will be provided to the members.

The Committee reviewed the suggested 2016 meeting dates and agreed to the meeting dates as presented, with a start time immediately following the other Standing Committee meetings.

Moved by S. Foxton

Seconded by S. Shantz

That the Library Committee approve the 2016 meeting dates as follows: March 22, 2016; May 24, 2016; October 4, 2016; and, December 6, 2016.

Carried

CBC Inquiry

L. Bish advised that both she and L. Armstrong have been contacted by the local CBC to seek insight about the lower rate late fines being issued and the circulation statistics for winter months. She will update the Committee about any outcomes related to the inquiry at a future date.

1993004
Next Meeting – December 16, 2015

The Committee was reminded that the meeting scheduled for December 16th will start at 10:30 a.m. and be held in Room 217.

Adjourn

The meeting adjourned at 1:07 p.m.

Committee Chair, L. Armstrong

Committee Clerk, S. Natolochny
To: Chair Les Armstrong and Members of the Library Committee
From: Lucille Bish
Subject: Proposed Library Committee Meeting Dates for 2016 and Library Tour

Library Committee meeting dates have typically been scheduled on the same day as other Standing Committees. Should Committee wish to continue this practice, the proposed dates for meetings in 2016 are noted below. A motion approving Library Committee meeting dates should be passed at the meeting.

February 23 (alternate March 24)
May 24
October 4
December 6

Library Committee members have also suggested touring some of the branches. There are at least six branches that I would recommend visiting, as they will be considered in capital budget discussions over the next few years. Potential 2015 dates that could be considered are:

Friday November 20
Thursday November 24
Wednesday December 2
Friday December 4