



## **Regional Municipality of Waterloo**

### **Library Committee**

### **Minutes**

Tuesday, March 22, 2016

Approximately 1:30 p.m.

Room 217

150 Frederick Street, Kitchener

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

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

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

None declared.

#### **Reports**

PDL-LIB-16-01, Region of Waterloo Library Financial Report Year End 2015

Lucille Bish, Director, Cultural Services, provided a summary of the report, highlighting the items which had an impact on the surplus. She responded to a Committee question about the balance of the reserves, noting that there is in excess of \$600,000 in the reserves, as well as the balance of the Taylor bequest.

Moved by J. Nowak

Seconded by S. Shantz

That the Regional Municipality of Waterloo approve the transfer of the 2015 Region of Waterloo Library operating surplus in the amount of \$144,953 to the Library Capital Reserve Fund to support future funding of capital and one-time projects, as outlined in Report No. PDL-LIB-16-01, dated March 22, 2016.

Carried

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#### PDL-LIB-16-02, Region of Waterloo Library 2015 Statistics

Heather Woodley, Acting Manager, Information Services, highlighted the figures for electronic circulation, in-person visits and program attendance, where significant increases were realized in 2015. She responded to Committee questions about statistics for each of the library branches and the data for in-person visits in 2015 and past years. The Committee requested that additional information about in-person visits be provided with a detailed breakdown by branch for a future meeting.

Rob Horne, Commissioner, Planning, Development and Legislative Services, commented that the data for programming (figure 7) validates the findings of the survey conducted in 2012, in terms of the need for adult programs.

Received for information

#### PDL-LIB-16-03, Region of Waterloo Library Operations Update - January to March, 2016

Kelly Bernstein, Acting Manager, Public Service, provided an overview of the programs and services, noting that the most significant changes have been in staffing.

H. Woodley gave an update on the digitization program in the Ayr branch and the efforts to establish an online collection, as well as the initiatives involving the Region's Public Health resources and the Mobile Circ software application for library staff.

L. Bish added that one of the many benefits of the Taylor bequest is the experience gained with new initiatives, which can be replicated in other branches. She also stated that the Federation of Canadian Municipalities (FCM) has approved a resolution calling on the federal government to review the restrictive eBook prices for public libraries.

R. Horne suggested that a staff report be prepared for an upcoming Community Services Committee meeting, seeking Council approval of Regional support for FCM's resolution; there was general agreement among the Library Committee to take this action.

Received for information

#### **Other Business**

The Committee discussed possible dates for a library tour and it was agreed that a full-day tour with a lunch will be arranged on Thursday, April 28th.

The members agreed to re-schedule the next Committee meeting to June 14, 2016.

**Next Meeting – June 14, 2016**

**Adjourn**

The meeting adjourned at 1:50 p.m.

**Committee Chair, L. Armstrong**

**Committee Clerk, S. Natolochny**