



## **Regional Municipality of Waterloo**

### **Library Committee**

### **Minutes**

Tuesday, June 14, 2016

3:55 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: K. Bernstein and L. Bish

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

None declared.

#### **Reports**

**PDL-LIB-16-06**, Region of Waterloo Library Operations Update April to June 2016

Kelly Bernstein, Manager, Library Service, provided highlights of the report.

Lucille Bish, Director, Cultural Services, provided an overview of the Library Headquarters Building Feasibility Study currently underway by IBI Group. Their preliminary options show a recommended expansion beyond the current building footprint which would have a very rough estimated cost of \$1 million.

The Committee expressed interest in reviewing the most cost-efficient options available, including partnering with other library branches or other Regional facilities. The Committee inquired about the capital reserve balance as a potential funding source for the expansion and L. Bish advised that the balance is currently around \$700,000 but that some of the reserve funds are earmarked for other purposes.

The Committee discussed financing options, including debentures and grants from senior levels of government, as well as the condition of the septic system. L. Bish stated the benefits of accommodating all Headquarters staff in one location whether through a

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building expansion or reconfiguration of existing space, including greater opportunities for programming staff to meet and collaborate on initiatives.

Staff will prepare a report for the next Library Committee meeting; it will outline design and location options, costs and possible financing.

Received for information

**PDL-LIB-16-07**, Region of Waterloo Library Financial Reports January to May 2016

L. Bish provided summary comments noting that the budget is currently on track.

Received for information

**PDL-LIB-16-08**, Proposed Spending of the Puddicombe Bequest

K. Bernstein outlined the report and the proposal for utilizing the \$25,000 bequest for exclusive use in the New Hamburg branch.

The Committee discussed the variety of branch needs that they considered lacking during their recent tours, specifically accessibility. L. Bish stated her understanding that the Township of Wilmot planned to undertake a facilities review. L. Armstrong confirmed that a review is currently underway and he expressed his support of the staff proposal for the bequest, as noted in the report.

Moved by S. Foxton

Seconded by S. Shantz

That the Regional Municipality of Waterloo approve the following with regard to the Proposed Spending of the Puddicombe Bequest, as described in PDL-LIB-16-08, dated June 14, 2016:

- a) Increase the 2016 Library Capital program by \$25,000 with no 2016 tax levy impact, as set out in Report PDL-LIB-16-08 dated June 16, 2016; and
- b) Approve the proposed spending of the Puddicombe Bequest

Carried

**Next Meeting – October 4, 2016**

**Adjourn**

The meeting adjourned at 4:30 p.m.

**Committee Chair**, L. Armstrong

**Committee Clerk**, S. Natolochny

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