

Waterloo Public Library

Regular Meeting of the Board Via Zoom



Board Meeting Minutes

February 24, 2021

Waterloo Public Library – Board Meeting Minutes – 24/02/2021

Board Members Attending: K. Coviello (Chair); D. Charlton (Vice Chair); R. Harder; K. McManus; J. Strong

Staff: L. Clarke (CEO); G. Van Eek-Meijers (Deputy CEO); L. Dick (Manager, Branches); A. Kipfer (Manager, Marketing & Communications); L. Jupan (Manager, Finance & Facilities)

Regrets: S. Ahmad; Councillor D. Freeman; F. Mensink; I. Pandit

1. Call to order:

1.1 Land Acknowledgment

K. Coviello (Chair) called the meeting to order.

2. Approval of the agenda

Moved by R. Harder, seconded by K. McManus, that the agenda be approved.

Motion carried.

3. Disclosure of pecuniary interest and the nature thereof

None.

4. Approval of the minutes of the previous regular meeting

Moved by R. Harder, seconded by D. Charlton, to approve the minutes of the January 27, 2021 Board meeting.

Motion carried.

5. Business arising from the minutes – None.

6. Correspondence – None.

7. Committee Reports

7.1 Finance & Resources Committee – J. Strong

- The Finance & Resources Committee met Tuesday, February 16 to review the 2020 Financial Statements. These were provided to the Board along with explanatory notes. In addition to regular reporting, L. Jupan outlined specific COVID-19 costs for 2020.
- Audit will be undertaken by KPMG in April

Moved by J. Strong, seconded by D. Charlton to approve the financial statements as submitted to the Board.

Motion carried.

8. Information Items

8.1 ESBL Update – L. Dick

- L. Dick provided an update regarding a large, graphic installation at the East Side Branch Library. The concept presented involves creating a stylized version of the natural watershed landscapes where the library is located. This is envisioned as a signature piece, and in addition to the graphic, an interactive storytelling feature will be included. This installation will be located immediately upon entrance to the library.
- Also in the hallway when entering into the library will be the location of the donor wall, which will feature donors' names engraved on the undulating wood wall

8.2 CEO Report – L. Clarke

- Collections Department completed an extensive weeding and shifting project which will better position and feature the Teen Collection at the Main Library
- The new circulating Puzzle Collection was launched and has proved very popular
- One Book, One Community (OBOC) Book Launch is scheduled for Wednesday April 21 with a virtual event taking place in Sept 2021 hosted by all the libraries in Waterloo Region
- We have welcomed many happy customers back since reopening mid-February; limited curbside pickup is still available for those who cannot enter the library

9. Other Business

9.1 Branch Naming Report – L. Clarke

- L. Clarke and project team recommended to the Board that the branch be called the "Eastside Branch" permanently, which is also supported by the City

Moved by K. McManus, seconded by J. Strong, to endorse the report and branch name recommendation.

Motion carried.

10. In-camera – as being discussed are personal matters about an identifiable individual

Moved by D. Charlton, seconded by R. Harder to move in-camera.

Motion carried.

Moved by R. Harder to move out of in-camera, seconded by J. Strong

Motion carried.

11. Date of next regular meeting

Wednesday, March 24, 2021 at 5:00pm via Zoom

12. Adjournment

Moved by K. McManus, seconded by D. Charlton that the meeting be adjourned.

Motion carried.