



## **Regional Municipality of Waterloo**

### **Library Committee**

### **Minutes**

Tuesday, August 13, 2019

2:15 p.m.

Room 217

150 Frederick Street, Kitchener, Ontario

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

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

None declared.

#### **Reports**

##### **PDL-LIB-19-07, Region of Waterloo Library Pop-up Library Recommendations**

Helen Chimirri-Russell, Director, Cultural Services, noted this report provides more details around each unique pop-up library location responding to community needs. The Committee expressed support for the program and provided further suggestions.

The report was received for information.

##### **PDL-LIB-19-08, Region of Waterloo Library Inter Library Loans**

H. Chimirri-Russell summarized the report, noting the Southern Ontario Library Service (SOLS) database has been made available again for libraries to use but the expense for moving materials is now the responsibility of the lending library. Region of Waterloo Library (RWL) was invited to join an Interlibrary Loan (ILL) group of libraries including Woodstock Public Library, County of Brant Public Library and Oxford County Library. The Committee asked if there is a demand for this type of program. Staff noted they continue to monitor the situation.

Moved by S. Foxton

Seconded by J. Nowak

That Library Committee endorse the trial consortium approach to interlibrary loan service with Woodstock Public Library, County of Brant Public Library and Oxford County Library from September 3 – December 31, 2019, as outlined in Report PDL-LIB-19-08 dated August 13, 2019.

Moved by J. Nowak

Seconded by S. Foxton

That the Library Committee:

- Defer the item until November 5, 2019; and
- That staff provide other options that could replace the Interlibrary Loan (ILL) service.

Carried

**PDL-LIB-19-09**, Region of Waterloo Library Taylor Bequest

The Library Committee will endeavour to follow the integrity of the Taylor bequest.

The report was received for information.

**PDL-LIB-19-10**, Region of Waterloo Library Operations Update: May to August 2019

Michele Hopkins, Interim Library Manager, provided highlights of the report.

- Exceptional Staff: Joint training with Rural Child and Youth workers from the townships on literacy development and STEAM
- Welcoming Spaces: gardens, bike parking, Story Time in the Park, and drop-in style programming to include whoever might be in the library at the time.
- Innovative Service: STEAM programming and increased attendance for Summer Reading Club.
- Community Connections: Library staff appeared on The Agricultural Show on CKMS, and school outreach programs in June have lead to an increase in reading club attendance.

She noted the One Book One Community Program will take place September 25 at Waterloo Oxford District Secondary School, all Committee members will receive their invitation.

Received for information.

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**COR-TRY-19-83**, Region of Waterloo Libraries Financial Report to June 30, 2019

Lori McDonald, Financial Analyst, provided summary comments noting operating expenditures are less than budgeted. For the 2020 budget, staff are looking at staffing needs to ensure that what is budgeted for is what is actually needed. H. Chimirri-Russell also noted that fines and damage income is not as high as was budgeted, and staff would be looking at this as well.

H. Chimirri-Russell said staff are looking at options for internet services noting that currently service is not consistent throughout the branches.

Considering changes to development charges identified by the Province in Bill 108, staff will provide a report at next meeting about how budget formats might be updated to better represent revenues and expenditures from different sources.

Received for information.

**Next Meeting – November 5, 2019****Adjourn**

Moved by S. Foxton

Seconded by S. Shantz

That the meeting adjourn at 3:00 p.m.

Carried

**Committee Chair**, L. Armstrong

**Committee Clerk**, T. Plummer