

MINUTES OF BOARD OF TRUSTEES MEETING FOR  
KITCHENER PUBLIC LIBRARY BOARD

1. CALL TO ORDER

The Regular Board Meeting of the Kitchener Public Library Board was called to order at 6:04 p.m. on Wednesday, March 21, 2018, by the Chair, Ms. Stephanie Soulis, in the Administration Boardroom at Central.

TRUSTEES PRESENT

Ms. Katherine Andrews, Mr. Tim Blundon, Mr. Wayne Buchholtz, Ms. Michelle Dow, Ms. Jessica Kropf, Councillor Sarah Marsh, Ms. Erin Rudland, Ms. Stephanie Soulis.

Ms. Mary Chevreau, Secretary-Treasurer and Chief Executive Officer.

STAFF PRESENT

Ms. Lesa Balch, Ms. Sabina Franzen, Ms. Gloria Grigas.

REGRETS

Mr. Cory Ernst, Ms. Penny-Lynn Fielding, Councillor Kelly Galloway-Sealock, Ms. Jacqueline McLaren.

2. AGENDA REVIEW

No changes were made to the Agenda.

18-14... On motion by Mr. Wayne Buchholtz and seconded by Ms. Katherine Andrews, it was RESOLVED that the Agenda be adopted.

CARRIED

There were no pecuniary / conflict of interest declarations.

DELEGATIONS – Oscar Toller

Oscar Toller, who is 8 years old, made a fidget spinner using the library's 3-D printer in the Heffner Studio, with the help of his father, Greg Toller.

Oscar then prepared and made a slide presentation to his classmates at Franklin Public School about the entire process in the Heffner Studio.

With the help of Kevin Page, Manager of the Heffner Studio, arrangements were made for Oscar to register as a delegate to share his presentation with the Library Board and show them his fidget spinner.

As a result of Oscar's Show and Tell, Oscar's class will be visiting the Heffner Studio on Friday, March 23.

On behalf of the Library Board, Ms. Mary Chevreau thanked Oscar for taking the initiative to share his presentation. The CEO also thanked Greg Toller and Kevin Page.

[Greg Toller, Oscar Toller and Kevin Page exited the meeting.]

3. MINUTES of the Board Meeting of February 21, 2018.

18-15... On motion by Mr. Wayne Buchholtz and seconded by Councillor Sarah Marsh, it was RESOLVED that the Minutes of the Board Meeting of February 21, 2018, be approved.

CARRIED

4. BUSINESS ARISING

None.

5. 1. BUSINESSREPORT OF OFFICERS(a) Report of the ChairUpdates

Ms. Stephanie Soulis thanked the Trustees for their CEO evaluations which have been shared with Ms. Mary Chevreau.

The Chair also thanked the Board for completing their Self-Evaluation Questionnaires. Ms. Stephanie Soulis highlighted some of the tallied results for the Board's consideration.

Ms. Stephanie Soulis will poll the ad hoc Legacy Committee by the end of the week to set a date and time for their first meeting.

(b) Facilities Planning & Building Committee

Updates

Southwest Community Library

Ms. Erin Rudland, Chair of the Facilities Planning and Building Committee, informed the Library Board that staff and Committee are continuing to review potential sites for the Southwest Community Library.

As noted by Mr. Wayne Buchholtz, staff will need to ensure that this new branch library is not located too close to the Forest Heights Community Library catchment area.

18-16... On motion by Ms. Erin Rudland and seconded by Mr. Wayne Buchholtz, it was RESOLVED to instruct library staff to continue to review locations for the Southwest Community Library.

CARRIED

No updates were reported regarding the Doon Pioneer Park Community Library.

(c) Finance Committee

Updates

February 2018 Financial Statement

18-17... On motion by Ms. Katherine Andrews and seconded by Ms. Jessica Kropf, it was RESOLVED to accept the February 2018 Financial Statement, as printed.

CARRIED

Draft Financial Statements for the Year Ended 2017

Ms. Michelle Dow reviewed the draft financial statements for the year ended 2017.

A question and answer session followed.

18-18... On motion by Ms. Michelle Dow and seconded by Ms. Erin Rudland, it was RESOLVED to accept the draft Financial Statements for the year ended December 31, 2017, as printed.

CARRIED

(d) Report of the Secretary-Treasurer and CEO

It was noted by Ms. Mary Chevreau that library customers have expressed concerns about the repeat and challenging incidents by some customers behavior that staff have to deal with, and complained about the disruption and noise caused by these same customers affecting their use of the library. A petition or delegation may be forthcoming to the Library Board.

The CEO confirmed that she will be away as of Tuesday, March 27, returning Monday, April 9, 2018.

6. II. NEW BUSINESS

None

7. III. PRESENTATIONS

(a) Report of Councillors

Councillor Sarah Marsh noted that the Community Services Committee at the Region of Waterloo at 150 Frederick Street, is holding a public input meeting tonight to collect feedback regarding supervised injection sites in Waterloo Region.

Safe injections sites are proposed for Kitchener, Cambridge and possibly a mobile unit.

[Mr. Tim Blundon joined the meeting.]

8. ADJOURNMENT

18-19... There being no further business, on motion by Ms. Jessica Kropf and seconded by Ms. Michelle Dow, it was RESOLVED to adjourn the meeting at 6:50 p.m.

CARRIED

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Chair

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Secretary-Treasurer

[Attachments Accompanying March 21, 2018 Board Meeting]

- (a) February 21, 2018 Library Board Minutes
- (b) February 2018 Financial Statement
- (c) Draft Financial Statements for the Year Ended December 31, 2017
- (d) Tallied Results from Board's Self-Evaluation
- (e) Calendar of Events for the Month of April 2018