



## Windsor Public Library Board Meeting

Tuesday, February 20, 2018

4:00 p.m.

### Central Branch

**Present:** Mayor D. Dilkens (4:09 p.m.), Councillor R. Bortolin, Councillor J. Gignac, Councillor I. Kusmierczyk, D. Lee, J. Stuart

**Regrets:** D. McFarlane, M. Payne, H. Reidel

**Staff:** K. Pope (CEO), V. Critchley, D. Seguin, C. Rideout-Arkell, N. Peel, C. Woodrow, A. Craig, A. Rutherford (Secretary)

1. **Call to Order:** J. Gignac called the meeting to order at 4:06 p.m.

2. **Adoption of agenda:**

12.18	<b>Moved:</b>	R. Bortolin	<b>Seconded:</b>	J. Stuart
	THAT the agenda be adopted as presented. <b>CARRIED</b>			

3. **Disclosure of Pecuniary Interest:** None

4. **Presentations:** Library Hubs Meeting Community Needs – Final Report  
C. Rideout-Arkell reported on the grant and some of the initiatives being implemented at WPL, such as the Community Table, Forms Clinic and Seed Library. Discussion and questions ensued, re: sustainability, community partnering, public space.

13.18	<b>Moved:</b>	R. Bortolin	<b>Seconded:</b>	D. Lee
	THAT the Windsor Public Library Board accepts the Library Hubs Meeting Community Needs – Final Report as presented. <b>CARRIED</b>			

5. **Communications:**

14.18	<b>Moved:</b>	R. Bortolin	<b>Seconded:</b>	I. Kusmierczyk
	THAT the WPL Board authorizes the closure of Seminole Branch on Monday October 22, 2018 for use as a voting station for the Municipal Election. <b>CARRIED</b>			

**6. Minutes:**

15.18	<b>Moved:</b>	J. Gignac	<b>Seconded:</b>	R. Bortolin
	To approve the minutes of the WPL Board meeting held January 23, 2018 as presented. <b>CARRIED</b>			

**7. Business Arising:** None

**8. CEO Report & Questions:** Questions and discussion re: statistics and in-house usage and how this is captured. K. Pope explained stats week is a sampling of usage, twice a year.

16.18	<b>Moved:</b>	R. Bortolin	<b>Seconded:</b>	J. Stuart
	THAT the Windsor Public Library Board accepts the CEO's Report of February 13, 2018 as presented. <b>CARRIED</b>			

**9. New Business:**

1) 2017 Annual Review – Central Branch Report: Discussion ensued re: self publishing statistics.

17.18	<b>Moved:</b>	J. Gignac	<b>Seconded:</b>	J. Stuart
	THAT the Windsor Public Library Board accepts the 2017 Annual Review – Central Branch Report as presented. <b>CARRIED</b>			

2) Collection Services Department Report:

18.18	<b>Moved:</b>	J. Gignac	<b>Seconded:</b>	D. Lee
	THAT the Windsor Public Library Board accepts the Collection Services Report as presented. <b>CARRIED</b>			

**10. Review of Board Reimbursements:** None

**11. Next Meeting:** no March meeting. AGM is April 17 on main floor of the Central Library at 4:00 followed by the regular meeting at 4:45 in the Board Room.

## 12. In Camera: Separate Agenda

19.18	<b>Moved:</b>	I. Kusmierczyk	<b>Seconded:</b>	J. Gignac
	THAT the Board move in camera at 4:15 p.m. <b>CARRIED</b>			

20.18	<b>Moved:</b>	R. Bortolin	<b>Seconded:</b>	J. Stuart
	THAT the Board move back to public session at 4:50 p.m. <b>CARRIED</b>			

21.18	<b>Moved:</b>	R. Bortolin	<b>Seconded:</b>	J Stuart
	THAT the Board directs Administration to carry out the decisions approved In Camera. <b>CARRIED</b>			

## 13. Adjournment:

22.18	<b>Moved:</b>	J. Gignac	<b>Seconded:</b>	D. Lee
	THAT the Board adjourn the meeting at 4:52 p.m. <b>CARRIED</b>			

APPROVED:

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X

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Mayor Drew Dilkens  
Chair, Windsor Public Library Board

X

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Kitty Pope  
CEO, Windsor Public Library

X

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Anne Rutherford  
Manager Board Operations & Executive Assist...