

MINUTES

Waterloo Public Library Board Meeting

Wednesday, February 26, 2025 at 5:00pm | Main Library

Attendance

Attending

F. Mensink (Chair); K. McManus; M. Kelly; R. Chambers; J. Murphy; Councillor Wright (virtual); N. Campbell (virtual); L. Li (Virtual)

Regrets

D. Charlton

Staff

K. Kipfer (CEO); L. Jupan (Manager, Finance); L. Dick (Deputy CEO)

Minutes

1. Call to Order

F. Mensink called the meeting to order. R. Chambers read the Territorial Acknowledgement.

2. Approval of the Agenda

Moved by M. Kelly, seconded by J. Murphy that the agenda be approved.

Motion carried

3. Disclosure of pecuniary interest and the nature thereof

None.

4. Approval of Past Minutes

Moved by M. Kelly, seconded by J. Murphy that the minutes of the regular January 22, 2025 meeting be approved.

Motion carried

5. Business arising from the minutes

None.

6. Correspondence

None.

7. Chair Update – F. Mensink

No update.

8. Committee Reports

8.1 Finance Committee – J. Murphy

J. Murphy discussed fourth quarter financials. The finance committee is considering moving some of the reserves into high yield investments. The CEO will discuss this idea with the City and report back to the finance committee. J. Murphy also provided a capital budget review and announced a review of the library's financial policies would be added to the finance committee's workplan.

Moved by J. Murphy, seconded by N. Campbell that the board receive the WPL fourth quarter financial report as information.

Motion carried

Moved by J. Murphy, seconded by R. Chambers, to use the 2024 operating surplus to fund any shortfalls in DC funding, with any remaining surplus moved to the MCC renovation fund.

Motion carried

10. Board Education: Gen Z – M. Kelly

M. Kelly shared a presentation on Gen Z and the Workplace with the board. The questions of how to attract Gen Z candidates to the board and where to find them were posed and discussed.

11. AMCC Update – K. Kipfer

K. Kipfer provided an update on the AMCC renovation and informed board that approval for this project goes to council on April 14, 2025 and requested a delegation from the board speak to the value of the library project to the community at the meeting.

12. CEO Report – K. Kipfer

In her written submission distributed with the board package, K. Kipfer highlighted the following:

- In honour of Black History Month, we have been featuring the special local history collection that was donated to us from the K-W Caribbean Canadian Cultural Association on social media. We have also had a variety of programs, displays and featured reads for the community.
- On February 27, WPL is hosting a panel conversation about freedom of expression, libraries and civic literacy. [So That Democracy is Possible: Libraries and Civic Literacy](#) is being presented (on election day!) in celebration of Freedom to Read Week. We will also be hosting an [art launch event](#) with the Canadian Clay and Glass Gallery and the artists who created Bloom and Urban Pulse on Saturday March 1.
- WPL has launched a project to coordinate all of our staff and public training resources through our Niche Academy platform. This is part of the work we are doing to build timelines of training for each job type so we are able to do onboarding and ongoing professional development in a more impactful way. As part of the foundation building for this project, several key staff will be participating in training related to adult learning principles in early March.
- The significant snowfall has resulted in roof leaks at both our John M. Harper Library and the Main Library. The City of Waterloo has been involved in addressing and trouble-shooting both problems. The leaks at the Main Library have been substantial and are indicative of design issues and the aging condition of the roof. Conestoga Roofing has been at the library for several days managing snow accumulation on the roof, locating sources for the leaks and finding temporary solutions.

Based on the previously circulated report, there were questions about CELA and how accessing that service works at the library, about Freedom to Read Week, statistics and training for staff.

13. Other Business

None.

14. In Camera

Deferred.

15. Date of Next Regular Meeting – March 26, 2025

16. Adjournment

Moved by R, Chambers, seconded by J. Murphy that the meeting be adjourned.

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