



**Location:** Zoom



**Date:** February 22, 2023



**Time:** 5:00 p.m.

## Board Meeting Minutes

**Attending:** Kelly McManus (Interim Chair); Frank Mensink; Micaela Kelly; Dawn Charlton; Leilei Li, Nicole Roach; Councilor Julie Wright

**Regrets:** Rick Chambers; Jennifer Murphy

**Staff:** Kelly Kipfer (CEO); Laura Dick (Deputy CEO)

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**1. Call to Order**

1.1 Land Acknowledgement – F. Mensink

- K. McManus (Interim Chair) called the meeting to order

**2. Approval of the Agenda**

**Moved by:** Councillor J. Wright, seconded by D. Charlton that the agenda be approved.

**Motion Carried.**

**3. Disclosure of pecuniary interest and the nature thereof - None**

**4. Ratification of the minutes of the November 23, 2022 meeting**

**Moved by:** F. Mensink, seconded by D. Charlton to ratify the minutes of the November 23, 2022 regular board meeting.

**Motion Carried.**

**5. Business arising from the minutes - None**

**6. Interim Chair Update – K. McManus**

- In order to give the new board members a chance acclimatize themselves to the board, K. McManus offered to act as Interim Chair of the board until the AGM in June at which point she will step down as Chair, allowing the board to nominate and elect a new Chair

**7. Welcome to the WPL Board**

7.1 Getting to Know Our New Board Members

- Each Board member introduced themselves, spoke about their backgrounds and their motivation for joining the board



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#### 7.2 Board Legacy Report Review

- The Board Legacy Report, created by the previous board, was shared

#### 7.3 Timing of Our AGM

- June 28, 2023 was confirmed as the date of the AGM

#### 7.4 Leadership & Committee Membership

Chair – vacant until AGM

Vice Chair – Kelly McManus, will serve as interim chair until AGM

Finance Chair – Frank Mensink continues as chair until the AGM. Councillor J. Wright, L. Li, N. Roach and J. Murphy will attend the March finance committee meeting as possible future finance committee members

Fundraising Chair – vacant until AGM

Governance Committee - for future discussion at the AGM

#### 8. Correspondence – None

#### 9. Committee Reports – None

#### 10. Information Items

##### 10.1 CEO Report – K. Kipfer

- K. Kipfer shared information about the ongoing AMCC renovation project and conversations happening between community partners around the future of this facility
- The library's capital budget and operating increase were both approved
- New at WPL: skate lending at Eastside; a new website by the end of the year; staff training on harm reduction and mental health topics
- Exciting programs, events and partnerships: Lunar New Year; Black History Month activities; family skating; Wilfred Laurier University MBA Student project
- WPL was short listed for the Minister's Award of Excellence for the Teen Volunteer program
- K. Kipfer also shared some 2022 numbers with the board

#### 11. Other Business

##### 11.1 Strategic Plan and Board Planning Retreat

- K. Kipfer shared timeline for Strategic Plan at the meeting and the timing of a potential Board strategic planning retreat. She will circulate the Strategic Plan RFP for the board to view and also a tool for planning the date for the Spring board retreat



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#### 11.2 OLS Assemblies Meetings

- F. Mensink shared information about the OLS (Ontario Library Service) Assemblies Meetings and offered new board members an opportunity to attend the next virtual meeting on April 20, 2023 from 4-6pm. N. Roach and L. Li will both attend the April meeting and then decide which of them will represent the Board on this Assembly moving forward.

**12. Date of Next Regular Meeting** – March 22, 2023

**13. Adjournment**

**Moved by:** D. Charlton, seconded by N. Roach that the meeting be adjourned.

**Motion Carried.**