

Wilfrid Laurier University

Library Council

Draft Minutes – Wednesday, January 11, 2017

Faculty of Arts Boardroom, 10:05 a.m. – 11:17 a.m.

Present: Gohar Ashoughian (Chair), Debbie Chaves, Vera Fesnak, Meredith Fischer, Peter Genzinger, Julia Hendry, Eun-ha Hong, Anne Kelly, Donna Kotsopoulos (Faculty Rep), H  l  ne Leblanc, Yanli Li, Phil Marfisi (Undergrad Rep), Jan McGill (Library Staff Rep), Dillon Moore, Robert Noecker (Library Staff Rep), Joanne Oud, Marshall Peters (Grad Rep), Peruvemba Ravi (Faculty Rep), Nazia Sheikh, Michael Steeleworthy, Matt Tales, Irene Tencinger, Matt Thomas, Mark Weiler, Deborah Wills

Regrets: Colin Aichison (Undergrad Rep), Gordon Bertrand, Pauline Dewan, Michelle Goodridge, Charlotte Innerd, Gina Matesic, Charles Morrison (Faculty Rep), Greg Sennema, Jill Tracey (Faculty Rep)

1. Welcome and Introductions

Gohar welcomed everyone to the meeting, in particular Anne Kelly and Peter Genzinger who recently returned from sabbatical.

2. Approval of Agenda

- **Motion: Gohar moved to approve the agenda. Seconded by Robert Noecker. Carried.**

3. Approval of the minutes from September 21, 2016

- **Motion: Gohar moved to approve the minutes. Seconded by Matt Thomas. Carried.**

4. Business arising from the minutes

- None

5. University Librarian Report

- Recent flood at the Faculty of Social Work Library in Kitchener; significant structural damage
- May be required to re-locate FSW Library resources to Waterloo Library
- Staff are healthy and safe and steps are being taken to ensure this continues
- Second Associate University Librarian, Scott Gillies will start his first term on February 1, 2017; currently employed at University of Guelph; brings a wealth of experience in variety of areas, particularly collections and HR matters
- Planning for two new Libraries continues (one in Waterloo and one in Brantford)

- Draft of Brantford report will be publicized shortly, it is still in draft form; key services for the Library have been captured well in the report, as has feedback from various Library stakeholders
- The report emphasizes that innovative spaces/environments for students are key
- The report includes a recommendation for the implementation of an automated storage retrieval system (ASRS); this will allow more storage capacity and for consolidation of the Collection in Brantford
- The new Waterloo building has a budget of 60 million
- As with the Brantford Market Square building, feedback will be provided shortly to stakeholders who were consulted
- Preliminary drawings of the building had issues, specifically related to the accommodation of the Collection and Archives; the ASRS system in Brantford will assist with these issues; the ASRS system can hold books, art, statues and other items
- Question as to whether the Library will still use the Annex, once the ASRS is in place; Gohar responded that it would indeed still be used, for as long as TUG exists
- Gohar provided an update on the OCUL Collaborative Futures project, which is now at the implementation stage
- It will reflect well on Laurier to be a key player in building an integrated print preservation network

6. New Business

a) Library Accessibility Policy – Julie Schnurr, Irene Tencinger

- Changes to the Accessibility for Ontarians with Disabilities Act (AODA) came into effect on July 1, 2016; Library needs to update its policy accordingly
- Changes were made to the section on service animals, the definition of who a support person can be, and the formats by which individuals can submit feedback to an organization
- Question regarding patrons who are allergic to dogs and how to handle this (it was later determined that according to the AODA guide to the Accessibility Standards, “where another person’s health and safety could be seriously impacted by the presence of a service animal on premises open to the public, a provider should fully analyse all options for safely allowing the service animal.” For example, this may mean ensuring a service animal and an individual with the allergy are never, if rarely, in the same vicinity
- Question regarding who is responsible for cleaning up after service animals (it was later determined that according to University Policy 7.2, it is the responsibility of the owner, under municipal by-law)
- **Motion: Irene Tencinger moved to approve the New Library Accessibility Policy Seconded by Jan McGill. Carried.**

b) Update on Collections – Charlotte Innerd & Julia Hendry

- Julia provided a PowerPoint presentation to Council
- The goal of Collections and Archives is to meet the teaching & learning needs of the WLU community
- Both Collections and Archives are constrained by budgetary issues, space issues, etc.

- Archives has four (4) major areas in which it collects: Lutheranism in Canada, Music in the Community, the Environmental Conservation Movement in Canada, and University records
 - Archives currently includes 2,040 linear metres of items
 - New collections this year include: Music in Canada, Oakridges-Moraine, Louistte Lanteigne
- c) Updated Donation Policy – Dan Robert, Charlotte Innerd, Julia Hendry
- Recent revisions to the Library Donation Policy have been made
 - Due to limited space, the Library cannot accept all donated items
 - The updates to the policy were made to ensure both parties (donor and Library) benefit from the transaction
 - Gift drop offs to the front desk and various offices in the building will not necessarily be accepted
 - The cost of appraisers for donated items keeps rising, and therefore only if a donation has an estimated value of \$20,000 or higher, will two (2) appraisers be called in to evaluate it (originally the estimated value needed only to be \$10,000)
 - **Motion: Julia moved to approve the Updated Donation Policy. Seconded by Matt Thomas. Carried.**
7. Other Business
- None
8. Next Meeting – March 15, 2017
9. Adjournment
- **Motion: Gohar moved to adjourn. Meeting adjourned by consensus at 11:17am.**