

**MINUTES OF A MEETING OF THE PRINCE GEORGE PUBLIC LIBRARY BOARD
HELD WEDNESDAY APRIL 22, 2026 AT 6:30 PM
MINI PURPOSE ROOM AT BOB HARKINS/ONLINE VIA ZOOM**

Present: Jennifer Wilczek (Chair)
Jenne Amell (Vice Chair)
Sonia Sidhu
Louise Hanson
Luke Spooner
Kirsten Thomson
Joseph Jeffery

Also Present: Paul Burry (Library Director)
Karen Stahl (Accounting Consultant)

Regrets: Wendy Jael
Vash Ebbadi-Cook
Councillor Garth Frizzell
Anna Duff

6:30 pm Presentation of the 2025 Audited Financial Statements

2025 Financial Audit Presentation by Micaela Roque of KPMG

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

- The meeting was called to order at 6:51 pm.
- Jennifer Wilczek shared a territorial acknowledgement of the unceded traditional lands of the Lheidli T'enneh people.

2. APPROVAL OF THE 2025 AUDITED FINANCIAL STATEMENTS

Motion: That the Library Board approve the 2025 audited financial statements. The motion was moved and seconded. The motion was carried.

3. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Motion: That the Library Board approve the minutes of the March 25, 2026 meeting as distributed. The motion was moved and seconded. The motion was carried.

4. APPROVAL OF MEETING AGENDA

Motion: That the Library Board approve the agenda for the April 22, 2026 meeting as distributed. The motion was moved and seconded. The motion was carried.

5. ACCEPTANCE OF CONSENT AGENDA

Motion: That the Library Board accept the Consent Agenda as distributed. The motion was moved and seconded. The motion was carried.

6. REPORTS/PRESENTATIONS

a) Board Chair Report – Jennifer Wilczek

- Lheidli T'enneh has a candidate in mind to join our board. The person has asked to meet to discuss the commitment required.
- Will be scheduling a date to meet with the Regional District to provide our report.
- Thank you to Anna who spoke at the Community Foundation FriendRaiser event.

b) Library Director – Paul Burry

Improving the User Experience

Plan, deliver, and build awareness of library services and programs that respond to the needs of our community.

- The new PGPL website and brand identity officially launched on April 8th, following more than a year of planning, community engagement, and hard work. Many thanks to the library staff members involved in the effort, in particular Web Developer Nathan Reinheimer.
- The library's new brand identity requires the updating of signage in library facilities. Work has been ongoing to ensure this is implemented at both branches. The storefront signage at the Nechako Branch is a significant part of this project that PGPL currently lacks the funding to update.

Expanding our Reach

Create opportunities for reaching community groups and individuals who are not regular users of the library.

- The Spring Story Walk interactive program is now available at Duchess Park Dog Park. The program is a free, family-friendly experience that combines literacy, outdoor activity, and community connection. The featured book for Story Walk is *Outside Art* by local author Madeline Kloepper.
- PGPL hosted the "Music Stories: Rhythm" program for children aged 5 to 9 years on April 8th at the Bob Harkins Branch. The program was presented in partnership with the Prince George Conservatory of Music, and was attended by 24 people.

- The Friends of the Library Spring Book Sale ran on April 17-18 and raised over \$7,000 in donations and memberships. During the two days of the sale, there were 732 visits to the branch on Friday, and 829 visits on Saturday.
- The UNBC Poetry Chapbook Fair was held on April 14th at the Bob Harkins Branch. Held in partnership with UNBC, the poetry reading and chapbook swapping event attracted 40 attendees.

Developing Partnerships & Advocacy

Make connections and build relationships with community partners and library stakeholders representing the diversity of our region.

- The North Central Library Federation is hosting their AGM and trustee development session on Sunday May 3rd at the Courtyard Marriott Hotel in Prince George. A session on the use of AI in public libraries will be presented at 9:00 am by West Vancouver Memorial Library CEO Stephanie Hall. The AGM begins at 2:00 pm. Trustees at all member libraries are invited to attend.
- PGPL participated in the inaugural "FriendRaiser" event hosted by the Prince George Community Foundation on April 16th. The expo style event brought together non-profit organizations, donors, and community members, creating opportunities to expand networks and connect with the community. Anna Duff shared a brief presentation on behalf of PGPL.

Designing Welcoming Spaces

Create safe, attractive, inclusive library spaces that the community can take pride in.

- City of Prince George facilities staff have begun the laser scanning of the building and surrounding property of the Bob Harkins Branch, as part of the process of doing a complete assessment of needed upgrades for the facility's "mid-life review." This process will include the deck upgrade, flooring and lighting replacements, but may include other renovations/upgrades as needed.
- A portion of the glass window in the parking lot level of the entrance to the Bob Harkins Branch was smashed overnight on April 18th by a person who threw a large rock through the double-pane glass. The replacement glass has been ordered.
- PGPL is working to accommodate a significant change in the book publishing industry, with the pending cessation of the manufacture of the pocket paperback format. This will lead to the disappearance of this format on the library's shelves. Plans are underway to shift shelving and other fixtures to make use of the space in the branches.

Strengthening Staff Communications & Relationships

Promote and support collaborative relationships among library staff, encouraging a culture of cooperation and innovation.

- The library bid farewell to Collections Coordinator Patricia Gibson, who retired in April after 21 years of service at PGPL. We thank Patricia for her years of dedication to the public library and to the many important contributions she made to our success. We wish Patricia all the best in her retirement!

- Collections Librarian Laura Weisgarber has been promoted to Collections Coordinator following the retirement of Patricia Gibson.
- Customer Experience Assistant Chris Stafford has temporarily taken on the position of Adult Community Engagement Library Assistant while Elizabeth Hannah is away on parental leave.
- PGPL is working with Risk Management consultant Alan Kavanaugh of Taylor Risk Solutions to review the library's security and safety procedures and perform a risk assessment at the library. Alan has volunteered for many years on the Friends of the Library.

c) City Council Representative – Garth Frizzell

- Garth was unable to attend tonight but sent an update.
- Garth travelled to Victoria and met with various provincial government representatives, including Christine Boyle, the minister responsible for public libraries. There is no update on provincial funding for public libraries, but discussions continue.

d) Library Advancement Committee

- Vash was unable to attend tonight.
- Over the past month the focus has been on social media advocacy, website launch, and the teen art showcase. Received a submission from the UNBC engineering student depicting possible designs for the enhanced deck space. Paul and Steve will be working with the student to integrate suggestions/changes to the drawings.

e) Governance Committee

- The 2025 audit was reviewed and discussed, as well as the need to develop a bargaining committee of Board members to assist in developing a bargaining mandate for renegotiation of the collective agreement which expires this year.
- Collections staff have recommended that the Internet Use portion of Policy 5. Collection Development be moved to a stand-alone policy under section 3. "Services of the Library. Paul is adding a reference to the new location for the Internet Use policy from within the Collection Development policy, and then both policies will be recommended for approval at the next board meeting.
- Changing the date/time of Governance Committee meeting to Tuesdays at 5:00pm.

f) Local History Committee

- No update.

g) Friends of the Library

- \$13,806 in the general account, before the book sale.
- They will be revisiting if they should include Sunday as part of future book sales. T-shirts were sold at the book sale this year for \$20.00.

- Lots of boxes of books were remaining after the sale (160). They are looking into options on how to donate books.
- Digitizing previous meeting minutes.
- Discussing recognition for the long-term volunteers. Will be addressed again once the deck space designs move forward.

h) NCLF Board

- No update

i) BCLTA

- Anna was unable to attend the board meeting but sent an update for BCLTA.
- New Executive Director Tracey Therrien began her role April 1st.
- BCLTA will have a table at the BCLA conference to raise awareness and try to recruit new BCLTA board members. Some BCLTA members are co-presenting at a breakout session on working with various levels of government, and Anna will focus on sharing PGPL's efforts to include LTFN and RDFFG participation on our Board.
- Anna has accepted the role of Vice-President on the BCLTA board.

7. DISCUSSION/DECISION ITEMS

a) Board Bargaining Committee

- The Collective Agreement expires in 2026, and Paul would like to request board member participation on a committee to create a bargaining mandate. This will not include participating at the bargaining table, but would help to guide the bargaining team on key objectives. Lots of bigger decisions will come to the entire board for approval, but it will be helpful to have a board committee focused on it.
- PGPL's bargaining team is specified in the collective agreement to include 3 participants, including the negotiator, so participation in bargaining is limited.
- Joseph, Luke, and Louise have each expressed interest in participating. If anyone else is interested in participating please reach out to Paul. We do not expect a significant time commitment from this committee, unless there are more specific items to review during bargaining. At this time, we do not have a timeline for bargaining.

b) Board Biographies on Website

- In launching the new website, we have noticed that some information on the board page may be out of date. Paul will send out the email link to the page. Please review your bio and let him know if it's ok, or reply with any changes that may be required.
- Jenne will draft a template for what to include in board biographies. Paul will share this information with everyone so that the information they contain is more standardized.

c) 2026 Board Engagement Schedule

- Board engagement schedule has not been updated yet. This is a reminder to please review the schedule included in the last board meeting package and reach out to Paul if you can commit to any dates.

8. OTHER/NEW BUSINESS (SCHEDULE/ASSIGN TO COMMITTEE)

a) Committee Meetings in May

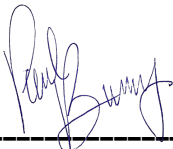
- Library Advancement Committee – May 13th 12:00pm – online will be on Teams instead of Zoom
- Governance Committee Meeting – May 19th 5:00pm
- Board Meeting – May 27, 2026 6:30pm (2025 Year in Review Presentation)

b) Board Look Ahead

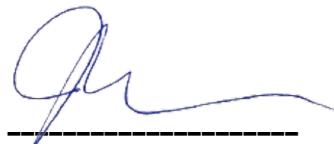
- Scheduling 2025 Annual Report to RDFFG Board
- Touch-a-Truck planning is going well for August. The event is expanding to include new participants, as well as a BBQ sponsored by Integris, and local vendors.
- The summer board meetings should be discussed if we will be skipping or if we will continue our schedule. Can include on the agenda for the next meeting to ensure alignment.

9. ADJOURNMENT

Motion: That the Library Board adjourn the Board meeting at 7:53 pm. The motion was moved and seconded. The motion was carried.



Paul Burry
Library Director



Jennifer Wilczek
Board Chair