

**MINUTES OF A MEETING OF THE PRINCE GEORGE PUBLIC LIBRARY BOARD  
HELD WEDNESDAY, JULY 28, 2021 AT 7:00PM  
ONLINE THROUGH ZOOM AND ANNA DUFF'S HOME**

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Present: Mike Gagel (Chair)  
Fiona Demers (Vice Chair)  
Anna Duff  
Jenne Amell  
Nik Logan  
Mel Aksidan

Also Present: Paul Burry (Library Director)  
Sheila Littler (Manager of Customer Experience & Service Delivery)  
Amy Dhanjal (Manager of Communications & Engagement)  
Sandra Meehan – Member of the Public

Regrets: Councillor Terri McConnachie  
Arlene Stevens  
Bob Affleck

**1. CALL TO ORDER**

The meeting was called to order at 7:09 p.m.

**2. APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

**Motion: That the Library Board approve the minutes of the June 23, 2021 meeting as distributed. The motion was moved and seconded. The motion was carried.**

**3. 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.**

**4. PGPL COVID-19 RESPONSE UPDATE**

- All going well, slowly working towards resuming normal levels of service. Introducing more seating areas.
- The library was able to provide bottled water and refuge during the heatwave.
- The study rooms are now open. Getting the magazine area back in place so there are reading areas.

- Hoping to have the Keith Gordon room cleaned out by early August.
- The plexiglass at the service desks and between computer desks are still up for protection. This may come down in stages depending on staff comfort levels.
- Some people are wearing mask others are not.

## 5. REPORTS/PRESENTATIONS

### a) Board Chair Report – Mike Gagel

- Mike posted on LinkedIn the current vacancy on the library’s Management Team.

### b) Library Director

Please refer to the full Library Report for additional information. Highlights include:

- Manager of Communications & Engagement, Amy Dhanjal, met with the coordinator of Community Partners Addressing Homelessness to discuss how the library and CPAH might partner on possible future initiatives.
- Paul was interviewed by CKPG to promote the library as a community facility offering a place for visitors to escape the extreme heat experienced this month. The library offered bottled water and was able to welcome patrons to stay for extended visits, now that the province has relaxed some of the COVID-19 restrictions.
- Amy has announced that she is leaving PGPL to relocate to Abbotsford. We are grateful for the many important contributions Amy has made to PGPL and the community of Prince George.
- Darcie Smith is the library’s new Collections & Interlibrary Loan Librarian, moving from her former position as Community Engagement Librarian – Adult Services.
- The Community Engagement department currently has three vacant positions, and recently welcomed new Community Engagement Librarian – Youth Services, Austin Matheson. This means that there likely will be a temporary reduction in the number of fall programs as positions are filled and new staff settle into their roles.
- In June we distributed 300 Jump Into Summer Scavenger Hunt booklets for children ages 5-9 yrs.
- For the second year running the library has partnered with the Central BC Railway and Forestry Museum on a Storytime Walk. Scotiabank provided funding so that families accessing the tour could do so free of charge.
- The library’s podcast is now available on Anchor FM: <https://anchor.fm/pglibrary>.
- The library has resumed in-person programming in the Knowledge Garden with the intention of offering in-person indoor programs in the fall. Storytime in the Garden and Summer Reading Program have strong attendance numbers. Community Engagement Library Assistant Victoria Rezendes attended the outdoor market at Caledonia Nordic Centre on Sunday, July 11th, where 25 people attended her story time.
- The library’s Home Service program resumed in June, with a small number of patrons. With changes to visitor policies at long-term care homes, deliveries will gradually resume at those locations. Raghu Lokanathan, who joined the Community Engagement Team in April, is settling into his new role.

- The Library continues to refine its health & safety guidelines and procedures in response to the WorkSafe BC Inspection Report

c) Library Advancement Committee

- The committee discussed a new fundraising plan which will be presented to the board at this meeting.

d) Governance Committee

- The committee reviewed the financial statements for June and will be recommending their approval to the board.
- Discussed the staffing turnover in the library. An update will be provided to the board.
- Paul will be developing a presentation for the board regarding the union negotiations.
- Bob Affleck has left the board. The City will be informed so that a replacement can be assigned.

e) Local History Committee

- Next meeting tentatively set for September.
- If you become aware of any local or regional items to be considered for the Jeanne Clarke awards please forward the information to the committee. The criteria for nominations will be sent out to board members. All members of the board are welcome to be readers.

f) Friends of the Library

- The Friends of the Library did not meet in July.
- The library has limited the weeding of materials due to the lack of storage. The Leadership Team has been discussing the possibility of having an in-house book sale in the fall.

g) BCLTA

- Mike wrote a letter on behalf of BCLTA regarding Bill C-11 which was sent to the different Political Parties. He received several responses to his letter.
- Bill C-11 is currently being debated.
- Mike encourages everyone to subscribe to the BCLTA bulletin which is located on their website.
- This Fall BCLTA would like to combine their AGM with the Beyond Hope Conference that is facilitated by the Prince George Public Library.

## 6. DISCUSSION/DECISION ITEMS

a) Financial Statements to June 30, 2021

- The financial statements were reviewed.

**Motion: That the Library Board approve the Financial Statements for June 30, 2021 as recommended by the Governance Committee. The motion was moved and seconded. The motion was carried.**

## **7. OTHER/NEW BUSINESS**

### **a) Board Fundraising Capital Campaign**

- With the departure of the Manager of Communications & Engagement and the unavailability of the Manager of Finance & Facilities due to long term leave, The Library Director proposed the temporary suspension of the Teen Renovation Project. It was further proposed that a smaller capital project focused on adding art pieces to both branches be adopted by the board as a more sustainable fundraising project.
- It was suggested that the Library Fundraising Committee could work on devising a long-term plan for art at the Library, integrating common themes/styles throughout both branches as part of this project.

**Motion: To temporarily suspend the Board's Capital Fundraising Campaign for the Teen Renovation Project at Bob Harkins Branch. The motion was moved and seconded. The motion was carried.**

**Motion: To begin a new Board Capital Fundraising Campaign to develop a long-term art plan for the library, with fundraising used to commission various works of art sharing a common theme or narrative, to be displayed through the library at both branches. The motion was moved and seconded. The motion was carried.**

### **b) Committee Meetings**

- Library Advancement Committee – September 14, 2021 – 4:30 p.m.
- Governance Committee – September 21, 2021 – 7:00 p.m.
- Board Meeting – September 22, 2021 at 7:00 p.m.

### **c) Board Look Ahead**

- Nothing new to add.

## **8. ADJOURNMENT**

**Motion: That the Library Board adjourn the meeting at 8:17 p.m. The motion was moved and seconded. The motion was carried.**



**Paul Burry**  
**Library Director**



**Mike Gagel**  
**Board Chair**