

**MINUTES OF A MEETING OF THE PRINCE GEORGE PUBLIC LIBRARY BOARD
HELD WEDNESDAY, AUGUST 24, 2022 AT 7:00 PM
ONLINE VIA ZOOM**

Present: Mike Gagel (Chair)
Fiona Demers (Vice Chair)
Erin Anderlini
Anna Duff
Stephanie Deol
Councillor Terri McConachie
Jenne Amell

Also Present: Paul Burry (Library Director)
Jen Rubadeau (Manager of Communications & Engagement)

Regrets: Nik Logan
Arlene Stevens

1. CALL TO ORDER

The meeting was called to order at 7:15 p.m.

2. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Motion: That the Library Board approve the minutes of the June 22, 2022 meeting as amended. 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 COMMUNICAL DISEASE RESPONSE UPDATE

- Monitoring what is happening in the community to see if advanced protocols need to be implemented.
- The library has kept the plexiglass barriers, hand sanitizing stations and distance markers on the floor.
- There is one cleaning in the middle of the day and then cleaners come in the evening.

5. REPORTS/PRESENTATIONS

a) Board Chair Report – Mike Gagel

- Mike attended a staff development day luncheon that was held in June.
- Mike attended the luncheon on National Indigenous People’s Day in June.
- After seeing their interview on CKPG about downtown businesses, Mike would like to go to Marquee International Foods and Gifts to check out their products.

b) Library Director

Improving the User Experience

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

- PGPL is making plans to address the new accessibility requirements stipulated in the *Accessible British Columbia Act* that takes effect in September 2022. To abide by the new legislation, the library will be developing an Accessibility Plan, and creating an Accessibility Committee to address accessibility barriers and advise on how to resolve these barriers.
- PGPL has partnered with BC Parks to allow library patrons to borrow hiking kits that come with a backpack, hiking poles, headlamps, a first aid kit, a compass, an emergency bivvy sack, a local hiking guidebook, and a packing guide/trip planning reminder.

Expanding our Reach

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

- PGPL has initiated a partnership with the Prince George Regional Corrections Centre’s (PGRCC) Indigenous Support Team to assist in developing a library collection of books and other resources for use by their clients at the Corrections Centre. Providing a means to register for PGPL services after leaving PGRCC is a goal of the project.

Designing Welcoming Spaces

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

- Repairs have been completed on the window and roof area of the new entrance at the Bob Harkins Branch, as well as on the concrete slab of the deck where the outside stairs used to be. There is security fencing around the concrete stairs from the plaza level to the parking lot, which will remain in place until the stairs are repaired.
- We continue to work with staff from the municipality and the Hart Mall to ensure the heating/cooling system is functioning properly. A temporary repair on the existing system was made that hopefully will last until the malfunctioning unit is replaced by a commercial HVAC system scheduled to arrive in April of 2023.
- Work will begin on resurfacing the inside staircase between the first and second floor of the Bob Harkins Branch on Monday August 29th.
- The BC Libraries Branch presented the initial findings of its Facilities & Infrastructure Survey to BC public libraries in July. The survey provides a snapshot of the state of public library facilities and other infrastructure across the province.

Developing Partnerships & Advocacy

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

- PGPL is partnering with CBC, CKPG, PG Citizen, and UNBC to host a series of municipal election events in the fall of 2022.
- The operations grant for PGPL was sent by the provincial Libraries Branch on July 7th, 2022, in the amount of \$219,793, which is the same as in 2021.
- A number of Leadership Team and Board members attended the celebration lunch event for community partners who assisted in planning and sponsoring the National Indigenous Peoples Day in 2022. Members of Lheidli T'enneh Chief and Council expressed their thanks for the significant role the library played in organizing NIPD festivities in 2022.

Strengthening Staff Communications & Relationships

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

- Both branches of the library were closed to the public on Friday June 24th for a Staff Development Day. A variety of team meetings and fun team-building events were enjoyed by library staff, including lunch served on the deck of the Bob Harkins Branch. Thank you to Board Chair Mike Gagel who joined the staff for lunch.
- A member of the Security team exercised their right to refuse unsafe work on June 27th, with respect to the public washroom inspection duties at the Bob Harkins Branch. Management Team and Joint Health & Safety Committee members continue to work with WorkSafe BC to resolve the outstanding issues.
- The Joint Union/Management meeting was held on July 6th at the Bob Harkins Branch.
- 16 staff members have completed the Substance Awareness & Identification Training provided by RCMP Corporal Daniel Morris. 8 staff members have also completed the Naloxone Administration training presented by Community Health Nurse Cianna Pawluk, and are now able to administer naloxone for suspected opioid overdoses.
- As of September 1st, the breakdown of premium payments for the extended health benefit plan for library employees will change from 85%-15% to 90%-10% employer paid, as per the terms of the Collective Agreement with CUPE4951.
- A number of library staff members have recently announced plans to leave the organization to take on new challenges, including Austin Matheson, Darcie Smith, Heidi Veldman, Kiran Ghag, Grace Stewart, Roy Vlaka, Agata Tarkowski, and Anna Babluck.

c) Library Advancement Committee

- The committee met in early August. They talked about the board's Advocacy Plan. Thanks to Jen for providing notes about the chili cook-off. It was well received.
- Staff are looking at what will be the next steps for the plan.
- The Board's Art Strategy Plan by Community Arts Council was discussed. The decision was to accept the plan as it currently is and then review it in the future. There will also be a MOU developed between the library and the Community Arts Council.

d) Governance Committee

- The update for policy section 6.2 was reviewed. The intent is to not duplicate what's in the Collective Agreement.
- The committee recommends approval of the June 30th Financial Statements.

e) Local History Committee

- No meeting was held.

f) Friends of the Library

- No meeting was held.

g) NCLF Board

- No meeting was held.

h) BCLTA

- A thank you letter was sent to Minister Nathan Cullen for the one time eight million dollar funding for libraries. A letter was also sent to the former Minister, Josie Osborne who responded to Mike thanking him for the letter.
- Mike would like to encourage all library board members to apply for the BCLTA Board. The elections will be coming up at their AGM in October. Mike will remain the president of BCLTA until he finishes his term on the PGPL Board which will be at the end of next year. He will not be seeking re-election of Chair of the PGPL Board for his last year so that someone else may step into the position while he is still on the Board. He feels that it is important that PGPL is represented on the BCLTA Board.
- The Lillooet Library Association and the Vancouver Public Library wrote a letter to Mari Martin, Director of Public Libraries Branch, regarding the Declaration on the Rights of Indigenous Peoples Act (DRIPA). The current BC Library Act restricts residents living outside of city limits, which includes Reserves, the opportunity to apply to be a member of a library board. Mike proposes that a resolution be drafted at the next library board meeting to show support of this letter and to add the board's own context. This will then be brought to the next BCLTA annual general meeting.

6. DISCUSSION/DECISION ITEMS

a) Financial Statements to June 30, 2022

- Paul reviewed the Financial Statements for June 30, 2022.

Motion: That the Library Board accept the Financial Statements to June 30, 2022 as recommended by the Governance Committee. The motion was moved and seconded. The motion was carried.

b) Policy 6.2 Update

- The changes to the policy were reviewed.

Motion: That the Library Board accept the updates to policy 6.2 as recommended by the Governance Committee. The motion was moved and seconded. The motion was carried.

c) Potential Conflict of Interest

- Stephanie Deol has accepted a lead in the campaign of one of the Mayoral candidate's and brought this information to the Governance Committee meeting to see if would be seen as a conflict of interest. Although the Governance Committee members felt there was no conflict Stephanie wanted to bring this to the rest of the board's attention to make sure everyone agreed with the Governance Committee. It was agreed by the Library Board as whole that this would not be a conflict of interest.

d) Update on Workplace Safety and Media Coverage

- Workplace safety issues and the media coverage resulting from that was discussed.
- Reviewed incident reports over last few months and have noticed a decline in serious incidents.
- Jen is working with Pattison and Vista on a campaign to hear the voices of the community and what the library means to them.
- Library staff are encouraged to promote what the library has done for the community.

e) COVID-19 Relief & Recovery Grant

- The amount of the grant is approximately \$83,000. A presentation will be made at the next board meeting on what this money will be used for with the cost and a visual presentation.

f) ABCPLD Strategic Initiatives Fund

- The Public Libraries Directors has proposed not to rely just on the advocacy work of the Library Partners anymore they want to hire a consultant to advocate on behalf of public libraries. They are asking libraries to contribute whatever they can afford. There are suggested contribution amounts available. This will be a two to three year plan.
- This will be discussed further at the September board meeting.

7. OTHER/NEW BUSINESS

a) Committee Meetings

- Library Advancement Committee – September 13, 2022 4:30 p.m.
- Local History Committee - TBD
- Governance Committee – September 20, 2022.
- Board Meeting – September 28, 2022

b) Board Look Ahead

- Paul will be attending the UBCM.

8. ADJOURNMENT

Motion: That the Library Board adjourn the Board meeting at 9:37 p.m. The motion was moved and seconded. The motion was carried.



Paul Burry
Library Director



Mike Gagel
Chair