

**MINUTES OF A MEETING OF THE PRINCE GEORGE PUBLIC LIBRARY BOARD
HELD WEDNESDAY, MAY 24, 2023 AT 6:30 PM
KEITH GORDON ROOM AT BOB HARKINS/ONLINE VIA ZOOM**

Present: Anna Duff (Chair)
Councillor Garth Frizzell
Rahim Somani
Jennifer Wilzcek
Mike Gagel
Jenne Amell
Kirsten Thomson

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

Regrets: Erin Anderlini
Arlene Stevens

1. 6:30 P.M. – PRESENTATION OF THE ANNUAL REPORT

- Director of the Library, Paul Burry, presented the 2022 Annual Report to the Library Board.

2. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

- The meeting was called to order at 7:17 p.m.
- Jen Rubadeau, Manager of Communications & Engagement at the library, respectfully acknowledged the unceded ancestral lands of the Lheidli T'enneh, and feels blessed to be able to live, work, and play on their land.

3. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Motion: That the Library Board approve the minutes of the April 24, 2023 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 May 24, 2023 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 – Anna Duff

- Anna attended the Lheidli T'enneh Chief and Council swearing in ceremony. It was great to support them and witness this event.
- On May 8th Anna attended the presentation of the 2022 Audited Financial Statements to the City's Finance & Audit Committee.
- Attended the 2nd day of the Beyond Hope conference. Anna was glad to be a part of that and enjoyed having conversations with other trustees from different libraries. It was also great to see PGPL staff in action.

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 Knowledge Garden reopened for public access on May 2nd.
- PGPL is once again welcoming wildfire evacuees to visit the library for access to our Emergency Library Card service.

Expanding our Reach

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

- The Engagement team is busy hosting 3+ school tours per week, with anywhere from 20-55 kids per tour visit.
- Intro to Chess continues to attract between 25-45 people per event.
- 72 people attended the Mario and Luigi
- NID event held at the Nechako Branch on April 28.
- Gaming Hour for Teens on April 12th attracted 43 participants.
- The Library offered a cool place to escape from the heat and smoke during the recent heat dome.
- Both branches of the library were drop-off locations for the Little Kids, Big Hearts food drive.

Developing Partnerships & Advocacy

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

- The bilingual Mother's Day Storytime hosted at the Bob Harkins Branch, in partnership with the Cercle des Canadiens Français had 34 participants.
- Jen Rubadeau is working with the Lheidli T'enneh Elders Society on a stairway display for Indigenous History Month in June.
- Paul, Kyanna and Jen attended the City's Volunteer Appreciation event on May 4, in recognition for their volunteer contributions to city events and committees.
- PGPL hosted Tenant Right Workshop on May 13, the first of our partner programs with the BC Civil Liberties Association.
- Engagement team members are working on a partnership with Baldy Hughes Therapeutic Community to support their community library with a rotating collection, similar to the partnership established with Corrections BC.
- The library has submitted its Statement of Financial Information (SOFI) and Annual Survey of performance measures to the BC Libraries Branch of the provincial government. These are required accountability measures for all BC public libraries.
- The library's audited financial statements were presented and approved at the meeting of the Finance & Audit Committee of municipal council on May 8th.

Designing Welcoming Spaces

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

- Repairs are underway for the sliding glass door and windows at the parking level entrance of the Bob Harkins Branch following an incident of vandalism on May 22nd.

Strengthening Staff Communications & Relationships

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

- PGPL hosted a successful Beyond Hope Library Conference May 14-16. There were
- 137 attendees registered for the conference, including 29 PGPL staff members, with 80 participants at the "Traveller's Tavern" social event. PGPL staff did a great job of organizing a multi-day event that provided excellent opportunities for library staff around the province to learn and connect with colleagues.
- Here are some of the comments we received from Beyond Hope attendees:

"I loved every part of the Beyond Hope Conference. The PG Library staff, board members were very helpful, knowledgeable, fun and very easy to approach and talk to."

"The event was well organized, the catering was great, and the pacing of events and sessions was well spaced to provide a mix of learning and in-person social and networking time."

“An exceptional experience with wonderful colleagues, new friends, and incredible speakers.”

“I enjoyed being with so many colleagues whom I had never met before in person. It was a great mix of high-level thinking and gritty details.”

“So much fun! I always look forward to this conference and it did not disappoint.”

“Loved it. Hugely rewarding, made great connections, had FUN!”

c) City Councillor Representative – Councillor Garth Frizzell

- Councillor Frizzell is the Chair of the City Committee on Intergovernmental Affairs. The next meeting will be held in early June. Some of the items on the agenda are how to get more veterinarians in Prince George and climate change.
- Attended the Lheidli T’enneh Chief and Council swearing in ceremony.
- Attended the City’s Volunteer Appreciation Banquet and was happy to see that the library was recognized during that event.
- Councillor Frizzell attended some of the sessions at the Beyond Hope Conference. One particular session was on How to be a Library Trustee. He also met Mari Martin, Director of the BC Public Libraries Branch. They exchanged contact information so that they could further discuss making it possible for members of the Lheidli T’enneh who live in the Regional District area eligible to become a member of the Library Board.
- Council has approved amendments to the parks and open space bylaws. This will allow the province to step in and take ownership of the situation.
- Tomorrow Councillor Frizzell will be leaving to attend the meeting of the Federation of Canadian Municipalities.

d) Library Advancement Committee

- No meeting was held.

e) Governance Committee

- The Financial Statements for March were discussed and will be recommended for approval by the board.
- The Friends of the Library have confirmed that they will be doing an Education Session for the Board at 6:30 p.m. June 28th prior to the Library Board’s regular meeting.

f) Local History Committee

- No meeting was held.

g) Friends of the Library

- Jenne Amell reported to the Friends of the Library with information based on the last Library Board minutes and the Director's Report.
- They were thanked for their sponsorship for the Beyond Hope Conference and donation of the storage container. They were also congratulated for their success on the book sale.
- They have decided to assign a media contact for Friends of the Library events and to have clear guidelines for what is expected from volunteers at those events.
- The Friends of the Library will be giving a presentation to the board prior to the June 28th meeting, highlighting their history and contributions over the years.

h) NCLF Board

- Kirsten attended the NCLF AGM and Strategic Planning meeting which was held on Sunday, May 14, 2023 during the Beyond Hope Conference.
- Fort St. James Public Library has partnered with Northern Health to bring in a Social Worker and Mental Health Worker once a week for those who need help. Also, McBride Public Library has partnered with a Paramedic who visits the library to do some basic health checks such as taking blood pressure. They have also partnered with a lawyer who is available to give legal support and advice.
- All of the current executives on the NCLF Board have been reappointed for an additional term.
- The NCLF supported the Beyond Hope Conference by giving a \$10,000 sponsorship.
- They are looking into investing support for the education of Directors for their role in governance.

i) BCLTA

- In April Mike Gagel met with Mari Martin, Director of the Public Libraries Branch, to discuss the idea of permitting participation on the library board from people living outside of the city limits, a restriction of the Library Act that prevents members of Lheidli T'enneh who live on reserve land from serving on the board. Paul is currently working to investigate whether the service agreement with the Regional District is a possible avenue for removing this barrier.
- BCLTA is in the process of writing the job description for the next Executive Director.
- The AGM for BCLTA will be on May 29, 2023 on Zoom.
- Mike attended the Beyond Hope conference. He was happy to see that there were several Trustees in attendance. BCLTA also supported the conference with a sponsorship. Babs Kelley attended both days and was available to answer questions.
- Mike will be reapplying for another term at the next AGM but will leave the position in 2024.

7. DISCUSSION/DECISION ITEMS

a) Approval of Financial Statements to March 31, 2023

- The Financial Statements were reviewed.

Motion: That the Library Board approve the Financial Statement for March 31, 2023 as distributed. The motion was moved and seconded. The motion was carried.

b) Great Northern Chili Cook-Off

- The Chili Cook-Off will be taking place on June 10th inside the Kin Centre.
- Cooks can arrive at 8:30 a.m. The cook-off will start at 11:00 a.m. and go until 2:00 p.m. or until the chili/bowls run out.
- There will be a People's Choice award. Every bowl will come with a ballot for people to vote for their favourite Chili.
- The Potters Guild will provide ground beef on the day of the event. This will be prepared in advance in order to comply with Foodsafe requirements.
- They will also supply stainless steel serving pots, utensils, cutting boards and an induction burner will be provided. Teams will be need to supply any additional vegetables, spices, beans or tomatoes sauce. To use the burners, magnetic cooking pots will be needed.
- Decorations and props for the tables are encouraged.
- Working on a possible partnership with Lheidli T'enneh.
- An email will be sent to confirm who will be attending.

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

a) Committee Meetings for June

- Library Advancement – Meeting cancelled.
- Governance Committee - June 20th at 4:30 p.m.
- Board Meeting - June 28th at 6:30 p.m. (presentation by the Friends of the Library at 6:30 p.m.)

b) Board Look Ahead

- Chili Cook-Off – June 10th
- National Indigenous People's Day – The library will have a table on June 21st at Lheidli T'enneh Memorial Park. If anyone is interested in helping out please let Jen Rubadeau know.

9. ADJOURNMENT

Motion: That the Library Board adjourn the Board meeting at 8:41 p.m. The motion was moved and seconded. The motion was carried.



Paul Burry
Library Director



Anna Duff
Chair