

**Pemberton and District Public Library
Board of Trustees Meeting
Thursday November 4th 2021 at 7pm**

Zoom meeting information

<https://us02web.zoom.us/j/73364160452>

Meeting ID: 733 6416 0452

CALL TO ORDER

The Pemberton & District Public Library acknowledges that we live and conduct our work on the Unceded Territory of the Líl'wat Nation. We are proud to serve the Líl'wat Nation, other Stát'yemc communities, and all peoples.

100 APPROVAL OF AGENDA

200 APPROVAL OF CONSENT AGENDA

- 201 Minutes October 7th 2021
- 202 Correspondence
- 203 Chairs Report
- 204 Directors Report
- 205 Committee Reports

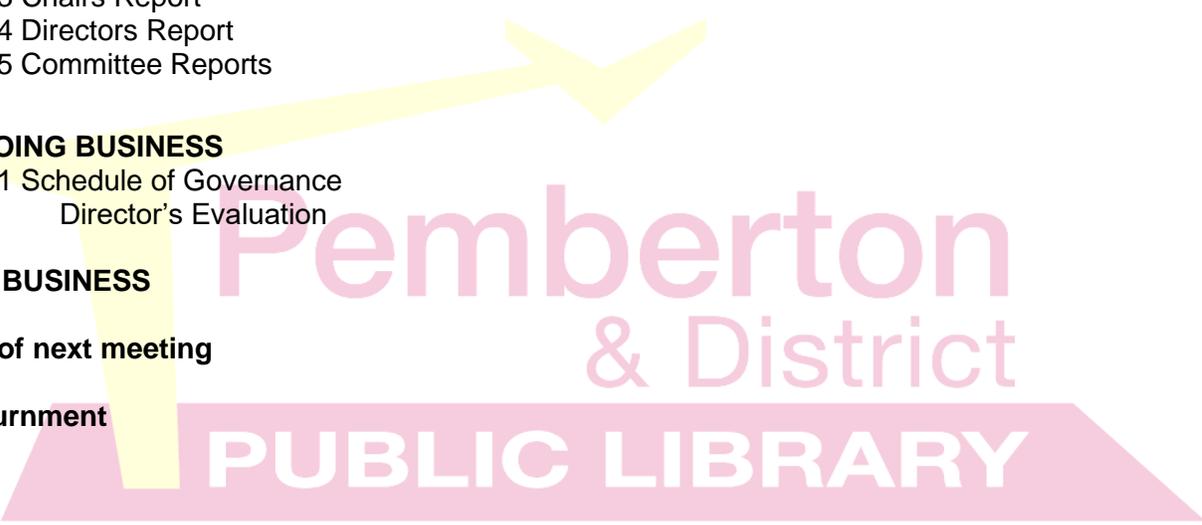
300 ONGOING BUSINESS

- 301 Schedule of Governance
- Director's Evaluation

400 NEW BUSINESS

500 Date of next meeting

600 Adjournment



**Pemberton
& District
PUBLIC LIBRARY**

Pemberton and District Public Library
Board of Trustees Meeting
Thursday October 7th 2021 at 7pm

Conducted remotely by Zoom Meetings

Minutes

Members present:

Carmen Praine (Chair), Cindy Filipenko, Ursula Carus, Natalie Szewczyk, Monique Midgley, Tracy Graham, Emma Gillis (Library Director), Ryan Zant (7:05pm), John Parnell (7.08pm)

Members not present:

Tina Buchan, Tricia Zant,, Russell Mack

Chair C. Praine started the meeting by recognizing that participants are meeting virtually on the Unceded Territory of the Lil'wat Nation.

Call to order:

Meeting called to order at 7:02pm by Chair C. Praine.

100 Approval of Agenda

Motion: to approve the agenda as submitted.

N. Szewczyk moved. T. Graham seconded.

200 Approval of Consent Agenda

201 Minutes of September 2nd 2021

Received as submitted

202 Correspondence

Received as submitted

203 Chair's Report

Verbal report by C. Praine. Thank you letters issued to SLRD for \$1,000 donation for children's books and to the Friends of the Library for the recent Book Sale.

204 Director's Report

Received as submitted.

205 Committee Reports

InterLINK Committee

Verbal report by C. Praine. Unable to attend last meeting but will be attending an advocacy workshop on October 14th.

Finance Committee

Verbal report by M. Midgley and E. Gillis who spoke to the draft 2022 provisional budget circulated prior to the meeting.

Motion: To approve the consent agenda.

M. Midgley moved. R. Zant seconded.

300 Ongoing business

301 Schedule of governance

Review of 2022 provisional budget

Discussion held on elements of the draft 2022 budget.

Motion: To approve the draft 2022 provisional budget as circulated.

C. Filipenko moved. N. Szewczyk seconded.

Expiring Terms and Board Recruitment

Discussion held regarding board recruitment needs prior to next AGM, in particular a new Treasurer. M. Midgley and T. Graham will have reached their full 8-year maximum terms. N. Szewczyk and J. Parnell have terms expiring.

302 Director's Evaluation Framework

C. Praine, N. Szewczyk, and U. Carus have set a meeting date to review.

400 New Business

None

500 Date of next meeting

Thursday November 4th 2021 via Zoom

Meeting adjourned at 8:06 pm by Chair C. Praine



Director's Report October 2021

Inspire Minds Through Literacy & Learning

October was declared BC Library Month and we have celebrated with in-house Library-themed displays and social media posts.

Storytimes continued outdoors but moved indoors starting October 28th. Registration is required and limited to a maximum of 5 family "bubbles". Masks will be required for anyone age 5+. To work within our occupancy limits there will be no public access to the Children's Library during the storytime program and this has been advertised both online and inside the Library. While this is not an ideal scenario, the lack of separate programming space necessitates this to provide a safe space. If it starts to negatively impact other patrons accessing the space, we will look to renting a room inside the Community Centre.

Denisa offered our first after-school program since March 2020 – an outdoor storywalk and yoga club. With the weather changing we are exploring options to resume some after-school programming by booking one of the Community Centre rooms.

In person events including Community Book Club, Fall Knitting Series with Molli Reynolds, and the Whistler Library's Barbed Choir had another pop-up session at the Library.

Online programs featured a talk on Local Foraging with Dawn Johnson and collaborations with Whistler and Squamish Libraries – Quest Lecture Series and the Sea to Sky Book Club (21 Things You May Not Know About The Indian Act). Parent Infant Drop In also resumed online guest speaker sessions.

We continue to expand our "non-traditional" lending resources and are in the process of adding 3 portable DVD players to the collection and 2 Kobo eReaders. These are being added to the current selection of items including: Games & Puzzles, Radon Detector Kits, Britannia Mine Museum Pass, Kitchen Equipment, Seeds (via the Seed Library), Kindle Fire Tablets, and Chromebooks.

Create Welcoming Spaces

Daily visits to the Library continue to average around 100 patrons but it has been encouraging to see many new faces visiting the space in recent weeks and also many familiar faces returning. Staff have also helped over 40 people so far accessing and printing their online vaccine passports.

After a long hiatus, we have resumed offering invigilation services in a limited capacity.

Live Our Values

The Library is now fully staffed so we will be focusing on training and staff development over the coming months. We have subscribed to a new resource called Niche Academy which is used to create online training experiences. Over the coming months, we will be incorporating it into the staff training program and also using it to provide tutorials and access to online programs for our patrons.

Build Connections

We have been invited to host a storytime at the PAWS fundraiser in November. Denisa and I are working on developing a structured class visit program for elementary school students and have reached out to Signal Hill Elementary to discuss further. The primary focus will be to establish a regular program for K/1 so that every child gets the opportunity to visit the library and get a library card in their first year of school. Once that is established, we can expand the program to other grades according to their needs.

Emma Gillis, Library Director