

Pinawa Public Library Board Minutes

February 17, 2022, 9:30 am

Teleconference Meeting

Present: M Luke, M Tiede, L Bernardin, A Quinn, H Parcey, B McCamis

Absent: G Smith, J Kozak

Meeting called to order at 9:32 a.m.

1. Approval of Agenda:

Agenda for February 17, 2022 approved.

MOTION: To accept the agenda as presented for the February 17, 2022 PPL board meeting, with addition under New Business 12c Changes in Provincial mask restrictions and the PPL; 12d Pat Morris Fund raising, Youth in Philanthropy 12e Letter to the PPL from SARAH.

Moved: M Luke

Second: M Tiede

Carried

2. Review of Minutes:

MOTION: To accept the PPL Board minutes from the January 13, 2022 meeting as presented

Moved: M Tiede

Seconded: M Luke

Carried

3. Review of Actions from previous meetings:

- ACTION: M Luke to draft letters to near-by communities without a community library, to discuss possibilities of a 'community membership to the PPL' versus the prospect of charging individual members of their community. **Ongoing**
- ACTION: M Luke will draft a procedure for the PPL on how to deal with controversial books. **Ongoing.**
- ACTION: H Parcey will look into the cost of a laminator and associated supplies. **Ongoing.**
- ACTION: M Tiede will set up a separate email address that patrons and community members can use to contact the PPL Board directly. M Tiede will check the mail received on a regular basis and distribute accordingly. **Ongoing.**
- ACTION: L Bernardin will post on social media that the PPL is looking for donation of a screen. **Ongoing.**
- L Bernardin and M Tiede to request contact information from PPL staff and then distribute to the PPL Board. **Complete.**
- M Luke will share N O'Connor's letter of resignation with the PPL Board members. **Complete.**
- H Parcey will look into any possible grant applications for the proposal of working with Grass Roots on program towards childhood literacy and COVID-safe outdoor recreation for children. **Ongoing.** Delayed until plan is more clearly defined.
- J Kozak will look into the possibility of funding through the School Division for the proposal of working with Grass Roots on program towards childhood literacy and COVID-safe outdoor recreation for children. **Ongoing.**
- B McCamis will look into financial records from previous years to determine any amount of surplus funds available. **Ongoing.**

4. **Chairperson's Report:** M Luke

No separate report at this time.

5. **Operations Report:** H Parcey, L Bernardin

H Parcey: The volunteer program is going well. The possibility of a junior volunteer program was mentioned for future discussion.

The January 2022 Operations report was distributed by email on February 8th, 2022.

L Bernardin: Although our patron count is down significantly due to the Omicron wave, our total circulation remained at our "COVID-average".

6. **Librarian's Report:** L Bernardin

Role-playing games for Grades 5 & 6

Michael King and some of the grade 5/6 students that he works with emailed L Bernardin about the possibility of the PPL as a venue for the role-playing game one evening per week in the teen section of the library. The creative writing aspect of the game advocates literacy and M King hopes for the PPL's support in hosting the role-playing game.

There would be an adult facilitator present at all times. Social distancing is available as there would only be 6 students and one facilitator at any given time. The students could spread out on the floor, as only the adult facilitator would require a table. There are some books needed for the game but M King will donate his own books to the library to help get the program started.

The program would start with a four-week trial in which M King would be the facilitator. If it is well received, they would find additional facilitators and would ask the library to purchase more books for the game at an approximate cost of \$80.00.

Discussion was held regarding the program, and our responsibilities as a venue vs. a host. The PPL Board is in favour of idea but we want to inform M King that the PPL will require a child abuse registry clearance for anyone involved in this program.

StoryWalk

L Bernardin was in contact with G Smith (LGD) and members of the PCDC about StoryWalk. The LGD approves the plan and the PCDC is interested in discussing a financial contribution when PPL can provide a more detailed plan. In speaking with M King (PCDC) we have learned that anything set up on the Ironwood Trail has to be aesthetically pleasing and look natural, so the plans will need to be modified in terms of materials used. L Bernardin will contact Shaun Thompson to see if he will help with creating a plan and acquiring materials.

Early Childhood Education and Children's Librarian

The loss of the Grassroots program in our community has had an impact on library services.

L Bernardin had been in discussion with E King, H Parcey and M Luke regarding the possibility of a new PPL position for Early Childhood Education and Children's Librarian. Since that time, the **Recreation and Culture Committee** (chaired by M King) has announced a paid staff member and youth representative positions, highlighting that there

are alternative ways that the community could address some of the gaps left from the discontinuation of the Grassroots program. This would allow the PPL to focus on literacy rather than programming.

M King has expressed an interest in meeting with the PPL board and working together to see how we can best utilize the library and meet the needs of the youth in our community. Also, our MP, Wayne Ewasko has been appointed to the position of *Minister of Education and Early Childhood Learning*. The PPL can approach W Ewasko with a request for extra funding to cover the literacy portion of the former Grassroots position. (In the past, that responsibility was covered by N O'Connor in her Grassroot's position: weekly story-time, evening story-times on special occasions, etc.)

Other

Three of the PSS classes have once again begun to attend the library in the morning. We are very happy to see them back in the library.

As through other phases of COVID, the library has been quieter overall, especially in the evenings but the circulation remains about the same as our "COVID-norm".

7. Treasurer's Report: B McCamis

The Treasurer's report was sent out by e-mail on February 14th, 2022.

Discussion was held on the use of surplus funds to balance the budget. Although it is manageable at this point, it is important to continue to look for new sources of income.

One income stream that has not been available to the PPL throughout COVID is Quiz Night, and we look forward to it's eventual return.

The Treasurer's report was accepted as submitted.

MOTION: To be moved that the Pinawa Public Library open a sub-account at Sunova that requires only one signature. The librarian (who has signing authority) or any one of the three board members with signing authority will be authorized to sign for this account.

Moved: B McCamis

Seconded: M Luke

Carried

One of the purposes of this Motion is to allow e-transfers and eliminate writing of cheques to the LGD for wages. Prior to the motion, we were unable to do member-to-member transfers because the PPL requires two signatures.

ACTION: M Tiede to deliver a signed copy of these minutes to the Sunova Credit Union and advise the Treasurer when this has been done.

8. Junior Book Selection: L Bernardin

Junior book selection is currently being managed by library staff.

9. Adult Book Selection: M Luke

A list of books for order is being sent to L Bernardin.

10. Presentations:

Deferred: Presentation date discussion has been deferred until re-opening of the library and lifting of provincial restrictions.

11. Old Business

a. StoryWalk

(See Librarian Report 6.)

b. Request for meeting from Tim Stefanishyn (PSS)

M Luke has invited T Stefanishyn and the Chairperson of the School Board to a meeting in March, 2022 (date to be determined). H Parcey, L Bernardin and M Luke will attend to represent the PPL board. Among the topics for discussion are the book Irreversible Damage and PSS funding for school library books.

c. Discuss funding changes and the revamping of the PPL Story-time

See Librarian's Report 6.

12 New Business

a. Recruiting new PPL board members

Discussion was held on future recruitment of new PPL board members.

b. Proposal to create a new YouTube channel for the PPL

Discussion was held on the idea of creating a YouTube channel for the PPL. Video presentations on a wide variety of topics could be housed on this channel and be made accessible to the PPL patrons.

Positive comments were made on the potential to reach a larger number of people, linking presentations to specific library books, etc. A budget for equipment would need to be developed if we chose to move forward on this idea.

c. Change in Provincial mask restrictions and the PPL

Discussion was held on how to approach the upcoming changes to the Provincial mask restrictions. The decision was to keep masks mandatory at the PPL and review again at the April board meeting.

d. Fund Raising: Pat Morris and Youth in Philanthropy

M Luke has submitted two grant applications to the Pat Morris Communities Matter Initiative and has received confirmation that the applications were received. One application is to aid in the purchase of the patio furniture for the foyer development and the second is to contribute to the PPL e-book collection.

Youth in Philanthropy offered the PPL an opportunity to submit a proposal for funding (in the range of \$500.00). M Luke responded by outlining the PPL's need for an amplification system for presenters and hosts.

Any alternate ideas are welcome and can be forwarded to M Luke.

e. Letter from SARAH

A letter was purportedly sent from the SARAH board to the PPL board. The letter was not signed by any SARAH board members. At the request of M Luke, M Tiede sent a letter to SARAH (via Canada Post) stating:

"...We thank you for your concern, however it is the policy of the Pinawa Public Library Board not to respond to anonymous letters with no names or signatures attached. We are happy to reply to any signed letter sent to our Board, in which the sender is legibly named."

The PPL board will be informed if SARAH responds to the PPL board letter.

13. Next meeting: **April 21, 2022 at 9:30.** A teleconference meeting is planned.

14. Adjourn meeting: Meeting adjourned at 10:39 a.m. by M Tiede .

Minutes prepared by M Tiede

PPL Actions deferred until further notice:

We are unable to move forward on these actions due to restrictions resulting from COVID-19. The actions will take place when restrictions are lifted.

ACTION: **M Luke** to call Arlene Davidson at the Lac du Bonnet Clipper to discuss a possible newspaper article outlining the Grassroots support received by PPL. **Ongoing.**

c. **ACTION:** **Pinawa Public Library board** to review the Contents section of the PPL Policies and Procedures manual and prepare to discuss possible changes to the format and content at the February 20, 2020 meeting. **Deferred.** Action will recommence once face-to-face meetings resume.

d. **ACTION:** **M Luke** to revise the opening portion of the P&P document that will describe the mission and purpose of the Library. The PPL board will review this revision. **Deferred.** Action will recommence once face-to-face meetings resume