

## Draft Pinawa Public Library Board Minutes

May 1, 2023, 9:30 am

Pinawa Public Library

Present: M Luke, L Bernardin, B McCamis, J Kozak, H Parcey, A Quinn  
K Drohomereski

Absent: M King

Resignation: With deep regret Myrna Tiede tendered her resignation as Secretary. We greatly appreciate Myrna's dedication and valuable contributions and hope she will rejoin the PPL Board in the future.

Meeting called to order at 9:35 a.m.

### 1. Approval of Agenda:

**MOTION:** To accept the agenda as presented for the May 1, 2023, PPL Board meeting.

Moved: J Kozak

Second: M Luke

Carried

### 2. Approval of Minutes:

**MOTION:** To accept the draft PPL Board minutes from the February 27, 2023 meeting.

Moved: M Luke

Second: B McCamis

Carried

### 3. Review of Actions from previous meetings:

- a. **ACTION:** M Luke to generate a list of topics for the Policies and Procedures update. **Complete**
- b. **ACTION:** PPL Board to review M Luke's Policies and Procedures update list and add their ideas to it. **Complete**
- c. **ACTION:** M Luke will approach two previous presenters to see if they are interested in conducting a public presentation at the PPL. **Complete**
- d. **ACTION:** M King will investigate equipment at the library to see if a digital presentation of Kanopy's *Great Courses* is possible. **Ongoing**
- e. **ACTION:** L Bernardin will create an outline for an action plan on the topic of library amalgamation, to be presented to the Pinawa LGD. **Complete**
- f. **ACTION:** L Bernardin to approach the Whitemouth library board about an informal meeting with the PPL board to discuss the possibilities and benefits of a library amalgamation. **Ongoing**
- g. **ACTION:** M Luke to develop a proposal for financial support from Whiteshell School Division to cover their share of Library overhead costs. **Ongoing**
- h. **ACTION:** Using the Little Lending Library base as a project, M Luke will submit application to the Pinawa Foundation Projects on behalf of the PPL. **Complete**

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

- Reminder to the Board to review the Manitoba Library Association's message regarding censorship and defunding challenges in Manitoba Libraries. The message was emailed to MLA members April 1, 2023.

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

### i. H Parcey:

- The April to June evening schedule went out and all spots filled.
- Volunteers get a weekly reminder about their scheduled slots. Seems to keep everyone on top of their commitments.
- A volunteer left the pool and their vacated spots have been filled. Lois and I checked in with the volunteer and issues leading to withdrawal have been discussed.
- L Bernardin and H Parcey will schedule Lois's performance reviews for [May 2023](#).
- The Volunteer Appreciation event will take place in [June 2023](#), details to be determined.
- Staff Safety Talk to be done in May

### ii. L Bernardin:

- The PPL Operations Report was sent to the PPL board by email on April 25 2023.

## 6. Librarian's Report: L Bernardin

We have purchased the interactive display mats and the seasonal affective disorder mats with the funds we received from Tanco.

On March 3, George Gibson and I took a walk down the Ironwood Trail with Nancy Bremner and Diann Elliot of the FIT Committee, as well as Ryan Gamley of the LGD public works crew to show them the site we had chosen for the location of The Little Lending Library. Both groups approved of the site.

Michael King brought a motion to council requesting that the LGD donate to the library a large circular piece of granite stone to be used as a foundation for the Little Lending Library. This stone was donated to the LGD by the URL when it closed down, and is currently being stored at the town yard. We offered to place a plaque on it honoring the historical significance of the stone and its relationship to the URL. The LGD accepted our request, and the public works crew has agreed to take care of the installation.

We have been notified by Bright Beginnings that we will be receiving a grant from them for our StoryWalk Adventures program. Jennie will take on the position of StoryWalk coordinator, and the books will be replaced monthly, rather than bimonthly.

We have also submitted a grant application to Literacy for Life for the purpose of running a weekly storytime. We are awaiting their reply.

We have taken down the extra shelves in the Junior section and plan to order some children's furniture for that area.

We received our radon detectors and there seems to be quite a bit of interest in them.

We have begun a very basic seed library consisting of a basket on the Librarian's desk where people can take or leave a packet of seeds.

Our Canada Summer Jobs grant application has been approved. We will be hiring a student for an 8 week term over the summer.

Manny Sikkenga from Whitemouth has talked to Meghan from PLS about the possibility of amalgamating with PPL. She has also discussed it with some of the other board members from the Whitemouth Library. They're interested in exploring the idea further, but we agreed a lot more time and thought are required by both libraries.

We spend an excessive amount of time helping non-resident patrons with their e-readers and have decided a membership fee for these patrons is a necessary step. Services such as e-transfers would make this easier than it would have been in the past.

All affected patrons will be notified by email and given a one-month advance notice of the changes.

**MOTION:** That we advise non-resident users from surrounding communities they will be charged an annual membership fee.

Moved: M Luke

Second: A Quinn

Not carried

**MOTION:** That we advise non-resident users they will be charged an annual membership fee.

Moved: H Parcey

Second: B McCamis

Carried

## 7. Treasurer's Report: B McCamis

- The Treasurer's report was submitted to the PPL board by e-mail April 30, 2023.
- The Treasurer's report is accepted as presented.
- M Luke and L Bernardin attended a Zoom meeting regarding the Provincial Government's proposed new funding mechanism for rural public libraries.

## 8. Children's Report: J Miller

Submitted to the PPL board by email April 30, 2023

**StoryWalk:** The Library was awarded the grant in March from Bright Beginnings to use for our StoryWalk. We are now able to update our story boards every month. The *Rooster Who Set Off to See the World* is currently up (as of mid-April), and we continue to receive lots of positive feedback from the public, as well as expressions of excitement that there will be more frequent stories. We are very thankful for our volunteers who continue to help with a variety of tasks necessary to set up, maintain and replace the story boards.

**Literacy for Life:** We applied for another grant, a three-year Literacy for Life grant, that would give us the ability to do weekly story times at the Library. We are still awaiting a response from the program, but we are very hopeful that we will receive good news soon.

**Tanco:** Our Tanco-sponsored interactive book displays have been purchased and delivered, and we are starting to unveil them monthly. Our current display is a stable with toy horses, and several informative books regarding horses. This display has generated conversation and play among children (and adults). Our next display will be up on Friday (May 5<sup>th</sup>) to celebrate National Space Day. We are working hard to appeal to the various topical interests that children have. We are also ensuring that there are corresponding colouring and activity sheets available.

**Book Orders:** Regarding new book orders, we have been in regular contact with Michelle Long of the Pinawa public school, as well as several other patrons who have provided their book suggestions, and we feel confident that we are doing our best to order a variety of books for children ages 0 to 12.

## 9. Adult Book Selection: M Luke

A list of books has been submitted to L Bernardin for purchase.

## 10. Presentations:

Discussion was held of possible future presentations.

## 11. Old Business:

- a. Library Amalgamation update: see Item 6. Librarian's Report, of these minutes

- b. Update on Proposal to request increased funds from PSS: taken in camera
- c. YIP project: cell phone charging station
- d. Projects for Pinawa Foundation May Project Month: Little Lending Library base, story board holders
- e. Little Lending Library: location, installation, base material: see Item 6. Librarian's Report, of these minutes
- f. School member on PPL board: see Item 12. New Business, of these minutes
- g. Grant applications: Canada Summer Jobs, Literacy for Life, Bright Beginnings: see Item 6. Librarian's Report, of these minutes

**12. New Business:**

- a. Policies and Procedures Manual: initiate policy discussion  
M Luke is sending draft policies to the Board for their perusal and comments.
- b. Review PPL Timeline for April, May and June (page 2 of agenda)
  - i. PSS grad award for June.  
**ACTION:** L Bernardin to purchase McNally Robinson gift certificate.
  - ii. It is the consensus of the board not to hold a Quiz Night in 2023.
- c. Manitoba Library Association Conference [May 17](#) – 19, 2023 is being held as a Zoom meeting. Some board members plan to attend.
- d. New board member: We are very pleased to welcome Kris Drohomereski, Pinawa Secondary School Principal, to the PPL Board.

**13. In Camera:**

- a. Financial discussion  
MOTION: To move in camera. Made at 11:10 a. m.  
Moved: M Luke                      Second: J Kozak                      Carried  
MOTION: To move out of in camera. Made at 11:40 a. m.  
Moved: M Luke                      Second: B McCamis                      Carried  
**ACTION:** M Luke to prepare funding presentation for the School District of Whiteshell board meeting. The meeting will be held May 31, 2023 at 5:00 p. m.

**14. Next meeting: Monday, June 12, 2023** at 9:30 a.m. in the Pinawa Public Library

**15. Adjourn meeting:** Meeting adjourned at 11:45 a.m. by J Kozak

Minutes: A Quinn