# Draft Pinawa Public Library Board Minutes November 20, 2023 @ 9:30 am Pinawa Public Library

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

**Absent:** M Tiede

Meeting called to order at 9:40 a.m.

### 1. Approval of Agenda:

**MOTION:** To accept the agenda as presented for the November 20, 2023 PPL Board meeting.

Moved: B McCamis Second: M King Carried

## 2. Approval of Minutes:

**MOTION:** To accept the draft PPL Board minutes from September 25, 2023 meeting. Moved: M Luke Second: J Kozak Carried

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

- a. **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. *Complete*
- b. **ACTION:** M King will investigate equipment at the library to see if a digital presentation of Kanopy's *Great Courses* is possible. *Complete*
- c. ACTION: M Luke to revise his written response to the SDW board. Ongoing
- d. **ACTION:** M King to advise the LGD in his Library report that PPL will be approaching them for increased funding. *Complete*
- e. **ACTION:** M Luke to prepare a draft statement asking for increased funding from the LGD. *Complete*
- f. ACTION: A Quinn to send Time Line to the Board for review. Complete

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

• No report

# 5. Operations Report: H Parcey, L Bernardin

- i. H Parcey:
  - Work is underway on a draft revision of the PPL Volunteer Policy.
  - The volunteer schedule for January to March 2024 is being prepared.
- ii. L Bernardin:
  - The PPL Operations Report was sent to the PPL board by email on November 14, 2023.

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

The URL plaque is now on the foundation rock for the Little Free Library.

Mika has the Chess tournament up and running on Sunday afternoons. Though it is off to a slow start, we have some enthusiastic participants and are hoping it will grow.

Selena Papetti increased her donation to the Dolly Parton Imagination Library in Pinawa to \$4,000.00. This will allow us a little more time for the program to grow in Pinawa before we have to start fundraising for it.

Google Workspace had been free for us until about June of 2022. Then they began charging us \$16.79 monthly. In September they increased the rate to \$33.06 monthly. November's bill is approximately \$42.00. We do not qualify for the free for non-profits as we are a public institution. I have contacted Google to see if we can qualify under Education for free service and am awaiting their response.

The Canadian Legal Education Association offers free webinars for library patrons on legal matters. This fall they are offering sessions on:

Family Law: child support, spousal support, enforcement and making variations to family law court orders

- > Criminal Law: Your rights with the police
- Estate Administration: What happens when there is no will
- ➤ Child Protection: Online Sexual Abuse & Exploitation of Children
- Privacy Law: Your Guide to Personal Information Protection Under FIPPA and PHIA

I took a session last February on creating a will and found it to be very informative. We are promoting this excellent resource on our social media and hope that people will check it out.

We currently have 78 people registered for the free long term radon testing kits. This has kept us busy in the library recently. Things should slow down now, at least until the last week of February when the kits are scheduled to return to the library.

Sarah Hie, a local patron and instructor of Communication at Red River College Polytechnic has volunteered to do the presentation below for the PSS grade 11 and 12 students in the library on November 22. We are expecting approximately 35 students to attend this event.

Seeing is Believing? Think Again

This 1 (or 2) hour, interactive, group-based workshop will focus on what research and information looks like in the age of information and artificial intelligence? Students will explore strategies for determining whether information is credible, reliable and accurate. Using hands-on tools from the RRC Polytechnic Library resources, students will learn what the future holds for academic research in a post-secondary setting.

Ebscohost is a very seldom used online educational resource for patrons. We recently had a school teacher requesting to use it for his students. We had to re-familiarize ourselves with how to access it but now that it is set up, he is planning to encourage his colleagues to use it as well.

School Principal Kris Drohomereski has approached us again about the "books for sale" by the school door being a security risk as the teens are using them to prop the door open, thereby allowing public access into the school. At this point, we have not been able to reach a satisfactory solution.

# 7. Treasurer's Report: B McCamis

- The Treasurer's report was sent to the PPL board by e-mail on November 18, 2023.
- The Treasurer's report is accepted as presented.
- 2024 Draft budget was emailed to Board on November 15, 2023.
- The Draft budget was reviewed and discussed in detail.
- We need to increase income in order to overcome our deficit.

### **8.** Children's Report: J Miller

The Children's Librarian Report was submitted to the PPL Board by email on November 16, 2023 Literacy for Life Grant: Storytime has been going well, and we have been working on finding the best day and times that work for most families. We recently had a Thursday evening Storytime for Remembrance Day and had 13 attendees (7 kids, 6 adults). Linda Tait kindly volunteered to co-lead this event and did an excellent activity on "What does peace feel like?" We were able to purchase several books through the Literacy for Life Grant for the library. Approximately 30 picture books and 5 parenting books were chosen and purchased and are in the process of being catalogued.

Games/Educational Resources: In October, Dr. Papetti donated approximately 20 educational games to the library. We will slowly be cataloguing these and making them available to the teachers and families in the community by January. These games were chosen under the advisement of Mrs. Donnelly (grade 1 teacher and resource teacher at F.W. Gilbert).

Dolly Parton Imagination Library: Registration has been smooth, and we currently have 27 children registered. We had a "reading corner" at the Halloween Spooktacular event at F.W. Gilbert, and we were able to register several children and advertise the program and the library in general.

Christmas Fundraiser: Dr. Papetti donated 25 brand new Christmas books for a fundraising raffle to support the library. If we sell all the tickets we will raise as much as \$1000. The draw date is at the Pinawa Town Market, Saturday, December 2<sup>nd</sup>.

Looking Ahead: <u>Sunday, November 26<sup>th</sup></u> will be our "Letters to Santa" event. We will be writing letters and "posting" them, reading stories, and having cookies and hot chocolate. We will be giving out free Christmas pencils, stickers and candy canes. There will also be a small photo booth area where parents/guardians can take pictures of their kids. Junior Kindergarten Visit: We will be hosting the JK's for a class visit to the library

sometime before Christmas break. We will have a story reading, small activity and free time for them to play and explore. Sunday, December 10<sup>th</sup> Laurie Robin will be coming to do a reading of her book, *I Want You to be You*. The Winnipeg River Arts Council will be fully sponsoring this event (yay!).

### 9. Adult Book Selection: M Luke

• A book order has been submitted.

### 10. Presentations:

- a. Book reading at PPL by Mitch Toews author of *Pinching Zwieback* on November 22/23.
- b. Book reading at PPL by Laurie Robin author of *I Want You to be You* on December 10/23. Several new suggestions for presentations were made:
  - Author Gordon Goldsborough and his new book On the Road to Abandoned Manitoba
  - Digital presentations of Kanopy's <u>Great Courses</u>: a wide selection of lectures presented by award-winning experts and professors from respected institutions.
  - LEGO for adults
  - Presentations by M King on trains and the town of Churchill
  - Presentation on the SMR by Blair Skinner

### 11. Old Business:

- a. Policies and Procedures update: Review of draft policy on Board operation emailed to the Board on November 15, 2023.
  - Elements of the draft policy were discussed.
- b. Review Time Line: remove Quiz Night references?
  - It was decided to leave the references in for now.
- c. Dates for 2024 Board meetings were emailed to the Board on November 18, 2023.
- d. Develop policy for students who wish to job shadow/volunteer in Library during school hours.
  - The existing policy stands but exception could be made for job shadowing done through the school.

### 12. New Business:

- a. Results of planning meeting held November 6, 2023 to discuss our approach to increased funding from the Whiteshell School Division.
  - In February 2024 the PPL will be making a presentation to the SDW School Board and Parent Advisory Committee.

**ACTION:** M Luke to draft a policy regarding the possibility of a school trustee sitting on the PPL Board.

### 13. Staff Salaries:

**MOTION:** To modify the salary grid for Student Assistants to 10% above minimum wage for the first year and 15% above minimum wage for the second year.

Moved: M Luke Second: B McCamis Carried

**MOTION:** To apply existing salary grid to L Bernardin's salary. To pay L Bernardin retroactively \$21.52 per hour from April 1/23 and, as of October 1/23, \$22.37 per hour.

Moved: M Luke Second: B McCamis Carried

- The PPL plans to resume following the LGD wage increases in 2025.
- 14. Next meeting: Monday, January 15, 2024 at 9:30 a.m. in the Pinawa Public Library
- 15. Adjourn meeting: Meeting adjourned at 11:50 a.m. by J Kozak

Minutes: A Quinn