



Castlegar & District Public Library

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Castlegar & District Public Library Annual General Meeting Minutes

March 9, 2022 7:00pm

Sarah Byers, Mo Forster, Nova MacDougall, Kimberly Partanen, Terry Vickers, Geeta Gillespe, Jesse Ellis, Leeza Perehudoff, Wendy Hurst, Walter Popoff, Dan Rye, Andy Davidoff

Regrets: Terrance Gerling, Dianne Galloway, Kim Thien

Zoom Information

Time: Mar 9, 2022 07:00 PM

<https://us02web.zoom.us/j/86037028970>

Meeting ID: 860 3702 8970

Passcode: 930539

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Passcode: 930539

Call to order 7:00 pm

Acknowledge uncaded territory:

We would like to begin by acknowledging that the land on which we gather is the traditional uncaded territory of the Ktunaxa, Syilx (Okanagan), and Sinixt Peoples.

1. Approval of the Agenda: **Moved Wendy Hurst, 2'nd Geeta Gillespe.**
2. Approval of minutes from previous AGM: **Moved Mo Forster, 2'nd Geeta Gillespe.**
3. Library Presentation (Sarah/Kimberly): Shared online presentation.

4. Co-Chair report (Nova) – Report below.
Moved: Leeza Perehudoff, 2'nd Wendy Hurst.
5. Library Director's report (Kimberly) – Report below. **Moved: Sarah Byers
2'nd Leeza Perehudoff**
6. Finance Committee Report (Leeza) – Report below.
Moved: Sarah Byers, 2'nd Jesse Ellis
7. Friends of the Library Report (Read by Kimberly on behalf of Gord Turner)
– Full report below.
Not busy this year due to Covid. Used Zoom for AGM's
Legacy donation from Christine Apperson
Looking for a new project to spend funds on
Looking for new members to join
Moved: Leeza Perehudoff, 2'nd Wendy Hurst
8. Questions?
Andy-I would like to thank the board, all volunteers, friends of library
Is there any project Area I can contribute to -\$2500 (community
development grant)? Kim to email Andy with a project
Wendy-is there any Outreach to Valley seniors?
Walter-Grateful for Library services provided. Nelson Library does
Outreach in Passmore Lodge
Wendy-Print Disability is it digital-yes it is. Are we keeping up with
magnified books-yes we are.
9. Election
Up for re-election:
Nova MacDougall-yes by acclimation
Leeza Perehudoff-yes by acclimation
Kim Pham - no, leaving board
Terri Vickers - no, leaving board
10. Adjournment- 7:47 pm

2021 Library Co-Chair Report

2021 continued to present challenges due to the pandemic and the Public Health Orders. A hybrid model of programming was maintained throughout the year. The library staff rose to the challenge and offered exceptional, innovative programming for our community. Zoom meetings continued for the board of trustees. We finally met face to face at the staff/board holiday bowling party in December. The BC Restart Plan in June allowed for spaced seating in the library. Volunteers returned the first of November. This year the library was nominated for a community social award through the Chamber of Commerce. Even though we didn't win, it was still an honour to be nominated. The front steps were redone, thanks to the city, and now look great.

The library received a generous donation from The Friends of the Library which purchased new tables and chairs. Also, a donation through Friends from Christine Apperson was used for 15 feet of new shelving which will hold approximately 495 books.

We continue to move forward in the four focus areas of our strategic plan.

Organizational Vitality: ongoing curating of an Indigenous Library to Go eBook Collection, continued professional development opportunities for staff, BCLA 2021 online conference

Physical Space and Collections: new chairs purchased with donation from Friends, meeScan self checkout system implemented

Community Engagement: library volunteers returned, bags given out at the Farmer's Market which had the library logo on them, newspaper articles, virtual story time, outside story time and grab and go bags

Innovation and Programming: summer reading club hybrid model (virtual and in person outdoors), author readings resumed, adult summer bingo, purchased lendable technology (18 Playaway Launchpads and 2 Victor Readers)

The Board would like to express our gratitude to all of our funders for the vital ongoing support. Thank you to the Friends of the Library for helping to make the library a better community space.

This past year has been a difficult one for the library director and staff due to the increased frustration society as a whole is experiencing. The Board would like to thank you for your diligence and compassion towards patrons and non-patrons. On behalf of the Board, we look forward to a more "open" 2022.

Librarian Report for the year 2021

Looking back at 2021 the phrase that comes to mind is “*Stay the Course.*”

As covid continued to put limits on in-person programs at the library, our staff offered online and outdoor storytime making good use of the library amphitheatre in all kinds of weather. Laura and Julie dedicated themselves to preparing 3,335 takeaway craft kits for families last year, an epic task.

Summer Reading Club Coordinators held a hybrid (online/outdoor) program combined with weekly grab & go activity bags. The students arranged 5 special outdoor guests including Circle of Indigenous Nations Society’s Liam Fitzpatrick, Selkirk Colleges’ Takaia Larsen, Wild Safe BC’s Lindsey Dewart, musician Steve Gosselin and Ryan Dutchak from the Doukhobor Discover Centre. The summer wrapped up with Mayor Kirk Duff handing out reading medals to the kids. Seventeen local businesses contributed prizes to the club, which added to the overall joy of the kids involved.

With a One-Time Technology Grant from the BC Government, we purchased 18 lendable tablets for our library collection. These pre-loaded tablets come full of skill-building fun and learning opportunities covering math, STEAM and reading. Tablets come ready to use and do not require an internet connection. We also added a new self-checkout station at our service counter giving patrons convenience and privacy.

The Kootenay Library Federation (KLF) partners continued to promote the Read Local adult book club and the Kootenay Teen book club. These online clubs are an interesting hybrid that combines a book club with an author reading. We were also excited to host popular mystery writer Iona Wishaw in partnership with the Creston and Rossland Public Library. In the fall Slocan Valley author Rita Moir held our first in-person author talk discussing her recent memoir *Not of Reason*.

I am pleased to see our statistics rebounding over last year. In 2021, we circulated 92,223 items, which is an increase of 22,000 over last year and 71,526 people came to the library, which is 18,000 more than 2020.

Our library year wrapped up with our Annual Food for Fines and Giving Tree events. Library patrons knit hats, scarves, mittens and soft animals generously decorating our Christmas tree. Our big food box was filled twice this year making 2021 our most successful food drive. The Community Harvest Food Bank distributes all items within our community.

My sincere appreciation goes out to library staff, our board and volunteers. Each of you collectively work towards making our library a treasured resource in our community.

Finance Committee Report Submitted by: Leeza Perehudoff, Treasurer.

The revenue of the Library in 2021 totalled \$653,152.

Grant funding received from the City of Castlegar, Regional District of Central Kootenay, Government of British Columbia, and Government of Canada contributed to the majority of our total revenue (94.8% / \$619,773). Thank you to our funders for supporting literacy in our community and helping “Minds Grow Here”.

Another part of our revenue includes services donated by the City of Castlegar, in the form of professional fees and repairs and maintenance of the building (1.8% / \$11,808).

The Library’s expenses in 2021 totalled \$622,621.

After staff wages and benefits (65.7% / \$409,456), the largest expenses included books, periodicals and audio visuals (12.6% / \$78,359), office supplies (6.8% / \$42,278), and building repairs and maintenance (5.9%).

At the end of 2021, the Library had \$30,792 in excess of revenue over expenses.

See Table 1 below for the Statement of Operations for the Library in 2021, as prepared by Grant Thornton, LLP.

Statement of Operations for the Castlegar & District Public Library

	2021	2020
Revenue		
Grants	\$619,773	\$591,056
Memberships and fines	5,508	2,983
Book and misc. sales	7,104	6,799
Donations and bequests	7,387	5,818
Interest	1,572	1,663
Gain on Disposal of Capital Asset	261	0
Donated services	<u>11,808</u>	<u>17,359</u>
Total	653,413	625,678
Expenses		
Bank charges	1,207	1,123
Books, periodicals, audio visuals	78,359	73,143
Insurance	2,325	
Memberships and dues	1,205	1,001
Office supplies	42,278	26,355
Professional development	1,225	0
Professional services	3,300	3,413

Repairs and maintenance	36,568	41,257
Special events (Programming)	5,268	3,754
Subcontracts (Bookkeeping)	9,040	9,245
Telephone	3,161	3,165
Utilities	13,626	10,592
Wages and benefits	<u>409,456</u>	<u>399,668</u>
	607,018	572,716
Amortization	<u>15,603</u>	<u>17,555</u>
Total	<u>622,621</u>	<u>590,271</u>
Excess	<u>\$30,792</u>	<u>\$35,407</u>

Friends of the Library Report, March 2022

Chair's Report

The Friends' group has not been busy this past year, that being due to the pandemic and its related protocols regarding groups and distancing. So we practised distancing by using Zoom for our 2021 AGM. We are going to use Zoom again on March 14th for this year's AGM.

As you know, the Friends had a donation in 2021 from community member Christine Apperson of \$7,667.09. As we have quite a bit of money in our accounts, we decided to use \$5,277.89 for new shelving in one corner of the Library—mainly to make better use of space. That project is now completed.

Currently, the Friends have total assets of \$14,529.78 mostly in KSCU maximizer and term deposits. We are looking for a new Library project to spend some of these dollars and will be discussing this issue at our upcoming AGM.

In addition, we will be discussing the possibility of future book sales. Library patrons and others have been asking about a book sale, but that event happening will depend upon BC's and the Library's Covid 19 protocols and the Committee's willingness.

We are looking for members for the Friends' group and hope to find a few new faces for the year ahead.

—Respectfully submitted,

Gordon Turner

Gord Turner, Chair