

**MINUTES OF A MEETING OF THE PRINCE GEORGE PUBLIC LIBRARY BOARD  
HELD WEDNESDAY, SEPTEMBER 27, 2023 AT 7:00 PM  
KEITH GORDON ROOM AT BOB HARKINS/ONLINE VIA ZOOM**

---

Present: Anna Duff (Chair)  
Rahim Somani  
Jen Wilzcek  
Kirsten Thomson  
Mike Gagel  
Erin Anderlini

Also Present: Paul Burry (Library Director)

Regrets: Arlene Stevens  
Jenne Amell  
Councillor Garth Frizzell

**1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

- The meeting was called to order at 7:04 p.m.
- Board Chair, Anna Duff, shared an acknowledgement of the unceded ancestral lands of the Lheidli T'enneh, and expressed her gratitude at being able to live, work, and play on their land.

**2. APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

**Motion: That the Library Board approve the minutes of the August 23, 2023 meeting as distributed. The motion was moved and seconded. The motion was carried.**

**3. APPROVAL OF MEETING AGENDA**

**Motion: That the Library Board approve the agenda for the September 27, 2023 meeting as distributed. The motion was moved and seconded. The motion was carried.**

**4. ACCEPTANCE OF CONSENT AGENDA**

**Motion: That the Library Board accept the Consent Agenda as distributed. The motion was moved and seconded. The motion was carried.**

## 5. REPORTS/PRESENTATIONS

### a) Board Chair Report – Anna Duff

- Anna participated in the Waniskahtan Exhibit opening. The Manager of Communications & Engagement at the library, Jen Rubadeau and library staff did an excellent job of including the Lheidli T'enneh and all the other partner organizations impacted by this issue. It was nice for all patrons to hear the drumming throughout the library and see the dancers move up the stairs to the second floor. Anna spoke with Adam North Peigan, who is the president of the Legacy of Hope Foundation that creates the exhibits. He was very impressed with how the event turned out. He attended the Sixties Scoop Exhibit last year and made it a priority to attend the launch of this exhibit. He expressed his appreciation of Jen and library staff and how thoughtful and inclusive they are with the work that the library is doing. He encourages the library to continue having more exhibits in the future. They currently have 24 that travel around. Anna also spoke with Kym Gouchie who provided music for the event. She suggested that the library could do more exhibits that celebrate Indigenous culture.
- Jen organized an event at the Lejac Residential school site for National Day for Truth & Reconciliation. Anna, Paul and Sheila attended the presentation by Elder Clifford Quaw who spoke about his experience at the school.

### b) Library Director – Paul Burry

#### Improving the User Experience

Plan, deliver, and build awareness of library services and programs that respond to the needs of our community.

- Four members of the Leadership Team recently travelled to Alberta to gather ideas and inspiration for potential new projects and improvements we can make to PGPL using the provincial Enhancement Grant funds. The team visited 10 branches of the Edmonton and Calgary public library systems over four days.
- 108 people attended the “Swords & Sorcery” noninstructional day event held at both branches of the library on September 18<sup>th</sup>.
- There were 27 attendees at the Mushroom Identification presentation hosted by Library Assistant Ashley Neff on September 9<sup>th</sup> at the Nechako Branch.

#### Expanding our Reach

Create opportunities for reaching community groups and individuals who are not regular users of the library.

- PGPL partnered with SpeakWrite Academy and BC Culture Days to host the Shadow Puppet Language Workshop on September 23<sup>rd</sup>. The 50 event participants made their own shadow puppets and storyboards, then watched them come alive with musical accompaniment, learning new words in Dakelh, Japanese, Korean, Mandarin, Cantonese, French, Hindi, and American Sign Language.

- Library Assistant Grace Burke hosted PGPL’s booth at the CNC Student Life Expo on September 1<sup>st</sup>, highlighting library collections, spaces, and services to over 110 event participants.
- The Waniskahtan Exhibit highlighting missing and murdered Indigenous women, girls, and two spirit people launched with an opening reception event on September 9<sup>th</sup>. The deeply moving event featured contributions by family members and survivors, as well as performances by the Khas'tan Drummers, Sonya Rock, Kym Gouchie, and Method Dance Society. Adam North Peigan of the Legacy of Hope Foundation was also present to speak at the event, which was attended by over 100 people.

### Developing Partnerships & Advocacy

Make connections and build relationships with community partners and library stakeholders representing the diversity of our region.

- Library Assistant Raghu Lokanathan hosted the PGPL booth at the CNIB Mobile Hub event held at the Q3 Creative Business Hub on September 14<sup>th</sup>. The event brought together a number of organizations that serve the blind and partially sighted. The PGPL booth highlighted parts of our collections and programming of potential interest to people with visual disabilities. The event also provided an opportunity to connect with the CNIB and other organizations to exchange ideas about services and technology to support the full inclusion in our communities for the blind and partially sighted.
- Paul and Sheila Littler travelled to the former site of the Lejac Residential School to attend the Afternoon with Elder Clifford Quaw event on September 16<sup>th</sup>. Elder Quaw movingly related some of his experiences and memories of attending the residential school.
- Library staff and community members volunteered to collect donations for the annual Raise-aReader event held at various community locations in Prince George on September 18<sup>th</sup>.

### Designing Welcoming Spaces

Create safe, attractive, inclusive library spaces that the community can take pride in.

- The Canada Games Plaza driveway and sidewalks project has been completed. New concrete has replaced the interlocking bricks throughout the plaza. □ A new HVAC unit has been installed at the Nechako Branch, resolving a long-standing issue that has led to multiple facility closures due to building temperature issues.
- Library staff are monitoring an increase in the incidence of bed bugs found in returned library materials over the past month. Cleaning and remediation protocols have been implemented to ensure that potentially infested items are properly treated.
- PGPL IT staff have implemented a new mobile-friendly version of the library’s catalogue, allowing patrons to more easily search for library resources on their smart phones and other mobile devices.
- PGPL highlighted library collections and programs supportive of SOGI ideas and education, in response to protests held in our community on September 20<sup>th</sup>.

### Strengthening Staff Communications & Relationships

Promote and support collaborative relationships among library staff, encouraging a culture of cooperation and innovation.

- A number of “Talk-o-Topics” presentations for staff are scheduled for the coming months, covering topics such as Friends of the Library, HUMI HR software implementation, as well as a review of the recent Ideas & Inspiration Alberta field trip.
- PGPL staff partnered with the Indigenous Education department of SD57 to contribute school supplies and backpacks for students in need of financial support. Using \$750 of funds raised from staff snack/treat purchases, library staff were able to contribute enough resources to supply 15 backpacks for use by elementary and secondary school students in Prince George.

#### c) City Council Representative

- No report available.

#### d) Library Advancement Committee

- The committee met on September 13<sup>th</sup>.
- The committee reviewed the Terms of References. No changes will be made this year. Hoping that in the new year there will be more board members willing to join this committee as more are needed.
- The Community Arts Council provided a document to the library for the Art Strategy Project which included options for a few different approaches that the library could take. The document was not quite what was expected based off of the MOU that was signed at the beginning of 2023. They would like there to be an understanding of them supporting the library as a volunteer of good will relationship as this is not a paid interaction. They will also be giving guidance as the library doesn't know what the process is for art pieces. Jen will continue to have conversations with them. The library would also like to recommend the installation of the Tech Art project as the entry into the library having public art. It's lower cost and easier to change. Also it gives flexibility for seasons or events.
- It's the committee's recommendation to do the Tech Art proposal first. More information is still being gathered. Please let Anna know if you have any thoughts or ideas.

#### e) Governance Committee

- Policy – 6.11 Paid Holidays was discussed.
- A discussion on board education sessions for the rest of 2023 took place.
- A discussion took place on the privacy and confidentiality policy. It is still being worked on and will be brought to the board once it has been completed.

#### f) Local History Committee

- No meeting was held in September.

- Paul has sent out an invite for the next Local History Committee meeting which will be in early October. If you would like to be involved in the Jeanne Clarke Awards and read the nominated books please let Paul know.
- The Jeanne Clarke Local History Awards planning is starting.

g) Friends of the Library

- There was a Friends meeting held tonight. Jenne Amell will report on the meeting at the next board meeting.

h) NCLF Board

- There is a board meeting being held on October 23, 2023.

i) BCLTA

- The new Executive Director of BCLTA is Vea Coronado. She attended her first meeting last month. Her other job is as the Operations Manager of The Hive. The Hive in Vancouver is like a coop office where you can rent meeting and event spaces.
- There is a board retreat planned for November 3<sup>rd</sup> and 4<sup>th</sup> at The Hive. Members will be getting a tour of The Hive during the retreat.
- Mike will be leaving BCLTA in April of 2024 after he has completed his time with Prince George Public Library.

## 6. DISCUSSION/DECISION ITEMS

a) Policy – 6.11 Paid Holidays – Approval

- The policy was amended to include the statutory holiday for the National Day of Truth & Reconciliation on September 30<sup>th</sup>.

**Motion: That the Library Board approve policy 6.11 Paid Holidays as distributed. The motion was moved and seconded. The motion was carried.**

b) Board Meeting Dates

- Paul received a letter from City Hall asking if the board meeting dates could be changed for the rest of 2023 to accommodate Councillor Garth Frizzell’s teaching schedule, as he has a conflict on Wednesday evenings.
- The meeting for October will be changed to Tuesday, October 24<sup>th</sup> and the meeting for November will be on Thursday, November 30<sup>th</sup>.

c) 2024 Jeanne Clarke Awards

- A list of publications is being compiled for consideration.

- Paul will start contacting the volunteers from last year to invite them to begin reading the nominated titles.
- Details of where and when the event will take place are being worked on.

**7. OTHER/NEW BUSINESS (SCHEDULE/ASSIGN TO COMMITTEE)**

a) Committee Meetings for October

- Library Advancement – October 10, 2023 at 12:00 p.m.
- Local History Committee – October 5, 2023
- Governance Committee – October 19, 2023 at 4:30 p.m.
- Board Meeting – October 24, 2023 at 6:30 p.m.

b) Board Look Ahead

- National Day of Truth and Reconciliation – An event will be taking place at Lheidli T'enneh Memorial Park on September 30<sup>th</sup>.

**9. ADJOURNMENT**

**Motion: That the Library Board adjourn the regular board meeting and move to an in-camera meeting at 7:57 p.m. The motion was moved and seconded. The motion was carried.**



---

**Paul Burry**  
**Library Director**



---

**Anna Duff**  
**Chair**