

2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

LIBRARY NAME

Stewart Public Library Association

CHECKLIST

For the PLGR to be considered complete, please ensure you have provided information for each of the following sections. Suggested word counts have been included for each question, but feel free to include more or less text as needed – text boxes will expand as you type. Click on a title in the list below to jump to that section of the document.

- 1. INTRODUCTION - LIBRARY AND COMMUNITY PROFILE
- 2. MAJOR PROJECTS/PROGRAMS
- 3. CHALLENGES
- 4. COVID-19 RELIEF & RECOVERY – 2022 PROGRESS REPORT
- 5. BOARD APPROVAL

INTRODUCTION - LIBRARY AND COMMUNITY PROFILE

Provide a brief description of the community and library, focusing on what has changed in the past year. If provincial funding is primarily used to support your library's core operations, please include a general describe where it is applied (staffing, utilities, collections, etc.).

Stewart Public Library serves the community of approximately 400 people in the remote Northwestern town of Stewart, BC. The Public Library plays a vital role in our resident's daily lives by providing essential services, programs, resources and social connection. Provincial Funding plays an important role in our core operations and are used towards collection development, staff wages and program supplies. This year, we continue to be without a permanent library space. The District of Stewart has purchased us a building that will make an ideal space for our future home. Extensive renovations are needed as this building is only a shell. This year has focused on fundraising for the Library Revitalization Project as well as reintroducing in-person programming to the community. We are currently working out of the Stewart Visitor's Center, which the District of Stewart has graciously provided for us as a temporary space until we can raise the funds and finish our renovations. We are grateful to the Province for their commitment to funding public libraries.

2. FEATURED PROJECTS/PROGRAMS

Please describe any featured projects/programs the library has delivered in the past year. To report on multiple projects/programs, "copy" the blank table below and insert additional tables

as needed using the “paste” function. Use one table per project/program. You do not need to report on every project/program, only highlights/notable examples.

Project/Program Name
Summer Reading Club
Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.
Our 2022 Summer Reading Club was well attended. We offered 7 different drop-in art programs throughout the Summer which corresponded with the BC Summer Reading Club theme. Overall, we had 63 children attend between the ages of 6 and 13. We partnered with Stewart Community Connections, who helped staff our weekly art program.
How does this project/program support the library’s strategic goals?
The BC Summer Reading Club supported the Stewart Public Library’s following strategic goals and objectives: 1. Collaborate with businesses, organizations and people within our community to enhance our programming. Through collaboration with Stewart Community Connections, we were able to increase our capacity to effectively deliver this program and promote a sense of community. Weekly, they provided a staff to the library who helped facilitate the art projects. This eased the financial burden on behalf of the library as we were not required to hire extra help to run this program.
How does this project/program support the B.C.’s strategic goal(s) for public library service from the strategic plan, which include:
<ol style="list-style-type: none"> 1. Improving Access 2. Building Capacity 3. Advancing Citizen Engagement 4. Enhancing Governance
The BC Summer Reading Program supported the following BC’s strategic goals for public library service: Advancing Citizen Engagement: The BC Summer Reading program helped build awareness within the community in regard to services that the library provides. This program helped put the library in the public eye as many of our activities were held outside on the main street of town.

What are the key outcomes of this project/program?

Some of the key outcomes of this program were:

- Reluctant readers were encouraged through hands-on activities, weekly prizes and an introduction to a wide range of reading materials
- Increased traffic in the library and highlighted our presence in the community
- Encouraged children to become life-long readers and learners
- Helped to keep reading skills up during the Summer break.

Did provincial grants enable this project/program? If so, how?

The BC Summer Reading Program is sponsored by the Province of British Columbia. Some of the 'Literacy and Equity' grant that the Stewart Public Library receives from the province is used towards programs supplies and staff wages to run the program.

Project/Program Name

Cognitive Care Kits

Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.

In 2022, Stewart Public Library began offering Cognitive Care kits for those with a cognitive decline and their caregivers. This was made possible through a partnership with Northern Health and Alzheimer's Society of BC. The library has 4 different kits that encourage critical thinking, communication and daily living skills which are targeted to those living with cognitive impairment from a disease such as Alzheimer's, Dementia, Parkinson's, or Huntington's.

How does this project/program support the library's strategic goals?

Strategic Goals supported:

Building capacity for the community, the staff and the board of trustees:

2 of our staff started the Customized DementiAbility Training offered by Northern Health

Connect with all age groups within our community to provide equal opportunities for services and programs for all

This program reaches a population that often faces barriers. By providing a kit that can be brought home and used at one's leisure, we are providing an equal opportunity to programming.

Collaborate with businesses, organizations and people within our community to enhance our programming

Partnering with Northern Health and Alzheimer's BC has enabled us to expand our capacity and provide a program that we would not have had the resources to provide alone.

How does this project/program support the [B.C.'s strategic goal\(s\) for public library service](#) from the strategic plan, which include:

1. Improving Access
2. Building Capacity
3. Advancing Citizen Engagement
4. Enhancing Governance

This program supports the following BC's Strategic goals for public library service:

Building Capacity: Staff began the Customized DementiaAbility Training hosted by Northern Health. This increased staff knowledge and confidence to help patrons/caregivers who would borrow our kits.

Advancing Citizen Engagement: Each kit provides information on cognitive difficulties as well as resources for caregivers. Information from Alzheimer Society of BC and helpline contacts are included in every kit.

What are the key outcomes of this project/program?

Outcomes of this program are the following:

- 4 cognitive care kits available for loan which expanded our collection
- Partnership with Northern Health and Alzheimer's Society of BC
- Collaboration with other libraries throughout BC for best practices and development
- Reach a different demographic that we were not previously able to service in this way

Did provincial grants enable this project/program? If so, how?

Yes. A portion of the 'Per Capital Operating' grant was used for staff wages to attend webinars and meetings with Northern Health.

Project/Program Name

Adult Social Nights

Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.

Covid-19 lockdowns had a huge social impact on the small town of Stewart. Many people felt socially isolated, lonely and saw a decline in their mental health. We made it a priority to provide programming for adults to help reconnect and revitalize social connection.

Some of the activities we offered were:

- Salsa Lessons
- Paint Nights
- Book Clubs
- Art and Card making
- Bingo night
- Board Games and Bar

We partnered with local talent to teach our dance and paint nights. The District of Stewart donated use of their facilities to host many of our events as well as the opportunity was available for local organizations to sell food at our events for their fundraisers.

How does this project/program support the library's strategic goals?

This program supported the library's following strategic goals:

Collaborate with businesses, organizations and people within our community to enhance our programming: By collaborating with local people and leveraging their skills, we were able to expand our programming beyond what we would normally offer. This enabled us to reach different demographics and utilize different facilities in town that enhanced our reach.

Connect with all age groups within our community to provide equal opportunities for services and programs for all: Year-around activities for adults is lacking in Stewart and by providing these programs, we are helping to fill the gap and address this need.

How does this project/program support the [B.C.'s strategic goal\(s\) for public library service](#) from the strategic plan, which include:

5. Improving Access
6. Building Capacity
7. Advancing Citizen Engagement
8. Enhancing Governance

This program supports the following BC's Strategic goals for public library service:

Building Capacity: Many of our Adult Social nights taught a skill that help to build the capacity for members of our community.

Advancing Citizen Engagement: Through this program, local skills and expertise were leveraged to share amongst community members.

What are the key outcomes of this project/program?

The Key outcomes of this program were:

- Create a sense of community, belonging and security by building friendships and community
- Increase exposure of the library to the public with activities other than what is typical of a library
- Bring people back together after a lengthy time being apart because of Covid-19 restrictions
- Introduce new skills to people that they otherwise might not try

Did provincial grants enable this project/program? If so, how?

A portion of the Per Capita Operating grant was used towards staff wages and program supplies.

Project/Program Name

Income Tax Clinic

Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.

Partnering with our local Ministry of Child and Family Services, and Community Volunteer Tax Program, we offered a free tax clinic. Those who had financial hardship, simple tax returns or barriers that prevented them from filing their taxes, were able to attend our tax clinic to have their tax returns completed and filed free of charge.

How does this project/program support the library’s strategic goals?

This program supported the library’s following strategic goals:

Collaborate with businesses, organizations, and people within our community to enhance our programming: Partnering with our local Child and Family consultant, we were able to expand our programming and outreach. The Family consultant participated in the tax preparations and filing for those that signed up with the program.

Connect with all age groups within our community to provide equal opportunities for services and programs for all: The program was open to all ages who met the criteria for free tax filing.

How does this project/program support the [B.C.’s strategic goal\(s\) for public library service](#) from the strategic plan, which include:

1. Improving Access
2. Building Capacity

- 3. Advancing Citizen Engagement
- 4. Enhancing Governance

This program supports the following BC's Strategic goals for public library service:

Improving Access: We were able to electronically file tax returns for those who did not have access to a computer or internet. As well, we made it simple for people to file their taxes who may have been facing barriers.

Advancing Citizen Engagement: Those who participated in the program were made aware of government benefits and credits that could benefit them.

What are the key outcomes of this project/program?

- Those who were reluctant to file their taxes for various reasons were assisted in filing and maximizing their tax return.
- Participants were made aware of benefits and credits that were available to them
- Barriers were removed to assist individuals in filing their taxes
- Partnerships were strengthened between Ministry of Child & Family Services and Volunteer Tax program

Did provincial grants enable this project/program? If so, how?

No. This program was funded by The Government of Canada's Volunteer Income Tax Program

Project/Program Name

Library Revitalization Project

Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.

We have been working hard to fundraise and find grants to fund renovations for our future library building. In 2021, we had the unfortunate circumstance of having to move out of our library building. Vacant, move-in-ready buildings that were suitable for library operations were at 0%. The District of Stewart purchased the library a building in 2022 that will require extensive renovations before we are able to move in. We are very excited about our future building and what it will mean for improved accessibility, programming and services for the community.

How does this project/program support the library's strategic goals?

This program supported the library's following strategic goals:
Collaborate with businesses, organizations and people within our community to enhance our programming
Building capacity for the community, the staff and the board of trustees
Expand, improve and enhance access to connectivity and technology for staff and the public
Connect with all age groups within our community to provide equal opportunities for services and programs for all

How does this project/program support the [B.C.'s strategic goal\(s\) for public library service](#) from the strategic plan, which include:

1. Improving Access
2. Building Capacity
3. Advancing Citizen Engagement
4. Enhancing Governance

This program supports the following BC's Strategic goals for public library service:

Improving Access: With a bigger library space, we will be able to provide more public computers for our patrons. Fibre optics is expected to be installed which will allow increased internet capabilities.

Building Capacity: A designated space for a meeting room will give the opportunity for workshops, classes and skill sharing for our community members, staff and board of trustees.

Advancing Citizen Engagement: The new library building will be a space which will foster community inclusion and provide opportunities for engagement. A space will be dedicated to indigenous people and reconciliation resources. We will now have the ability to host programs that bring awareness around government services/resources, reconciliation and knowledge-sharing.

Enhancing Governance: The new meeting room will have the technology to run more effective board meetings and create better ways of sharing information.

Did provincial grants enable this project/program? If so, how?

The Covid-19 relief and recovery grant will be put towards the renovations of the building. More specifically, the meeting room and heating system.

3. CHALLENGES

The following topics have been identified as recurring themes in previous years' PLGRs. The intent of this section is to collect detailed information in a structured, consistent format.

Please select the most significant challenges that the library has faced in the past year that you wish to comment on. Leave any other listed topics blank. Use the 'Other' row to include any ongoing or past challenges that not included in this list. If you have more than one 'Other' item to add, please insert additional rows into the table.

Challenge	Briefly describe how this challenge has impacted the library/community, and what steps the library took to address it in 2022. Please specify if any provincial funding was used, e.g., annual library funding, the technology grant, other non-PLB provincial grants (up to 250 words per topic).
COVID-19 (e.g., safety protocols, proof of vaccination)	
Emergency response (e.g., fires, floods, extreme weather)	
Financial pressure (e.g., rising costs, reduced revenues)	Raising funds to renovate the new building has put a lot of pressure on the board of directors and staff. Staff have done a large amount of fundraising and many hours have gone into grant writing. This has been a difficult balance to achieve while still maintaining quality library services.
Staffing (e.g., recruitment and retention, mental health, and wellness)	
Disappearing services in the community (e.g., government, banking, health)	
Connectivity (e.g., low bandwidth, lack of home internet in the community)	

Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)	Our biggest challenge this year has been operating without a permanent library space while we fundraise to renovate our new library building. The District of Stewart graciously provided us with facilities to operate out of when they are not in use. The downside is, we have had to move twice this year to different facilities as the District required the space for their seasonal operations. Aging infrastructure and accessibility has made it extremely difficult to secure a temporary space during our transition to our new building.
Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	
Vulnerable communities (e.g., people experiencing homelessness, addiction, mental health crisis)	
Other (please specify)	

4. COVID-19 RELIEF & RECOVERY GRANT – 2022 PROGRESS REPORT

Summary and Overview

Please provide an executive summary (overview summary) on the library's use of the COVID-19 Relief and Recovery Grants. The purpose of this section is not to duplicate the individual projects details, instead provide a short analysis and summary of your overall approach and progress. Please limit to 2 paragraphs and feel free to use bullet points.

Summary and Overview

The Covid-19 Relief and Recovery grant will be used in our future building. Renovations will begin in April 2023, at which time the funds will be used towards our Meeting room and HRV heating system. A design for our meeting room has been finalized. It will be an 18'x18' area that will foster social connection, networking and skill development.

We have secured a contractor to install our HVAC system with approximate installation date June 2023.

	Grant budget	Reallocated budget
COVID-19 Relief & Recovery Grant Amount	\$18,134.16	\$3044.72
Emergency Planning & Preparedness Grant Amount	\$6044.72	\$21,134.16
Total Grant Amount	\$24,178.88	\$24,178.88

Project Progress Report

Please use this section for:

1. Report progress on projects included interim report **and/ or**
2. New projects developed since interim report (copy and paste tables as needed)

Project/Program/Activity	HRV Heating System
Rationale	We will be installing an HRV heating system to help mitigate the spread of viruses and improve indoor ventilation.
Area of Need	Mitigate risk of the spread of disease and viruses
Action/Output/Deliverable	Install HRV system in Spring 2023 to create a healthy, clean and comfortable space
Outcome/Impact	Improved air quality
Metrics	To be determined once installed
Collaborative Links (if applicable)	
Expenditure	\$21,134.16
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Pending. Will be installed in the Spring of 2023
Comments (optional)	

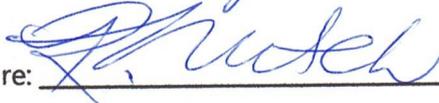
Project/Program/Activity	Meeting Room
Rationale	To create a space that will foster and revitalize community connection.
Area of Need	Social isolation as a result of the Covid-19 pandemic
Action/Output/Deliverable	Build a meeting room that will provide programming and social opportunities.
Outcome/Impact	Create a sense of community and social inclusion
Metrics	To be determined once renovations begin
Collaborative Links (if applicable)	Collaborate with local organizations to leverage skills and increase capacity for programming.
Expenditure	\$3044.72 will be put towards final cost of meeting room renovations
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Pending. Will be built in the Spring of 2023
Comments (optional)	

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: 

Date: Febr 27/2023

Board Chair Signature: 

Date: Feb 27/2023