

2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

LIBRARY NAME

Alert Bay Public Library

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.).

Alert Bay Public Library is situated on Cormorant Island, known to many in the First Nations community as Yalis. The library was founded in 1959 and later became part of the Provincial Library System. It is now also a member of the IslandLink Library Federation.

The Provincial Funding we receive covers our staff wages, collections and general expenses. The Village of Alert Bay provides us with a building and pays for the utilities as well as a grant of \$7,000 a year.

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.

Story Walk and Ronald E Shuker Fonds and Dr. Martin Weinstein’s Reference Library

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

#1 – Story Walk – Over the past year, we continued to display books containing information on local history and culture in the adjacent Village Square .

#2 - Ronald E Shuker Fonds: - As part of the Library’s Special collections, this group of 2,500 photographs and some newspapers from the late 1930’s to 1942, portray the history of our Island’s very active community when the fishery and forestry industries were very prominent. The work of re-scanning the photographs and newspapers is partially funded by a grant from U.B.C.’s History Digitization Fund along with some money from our grants and “in kind” labour.

#3 – Dr. Martin Weinstein’s Reference Library. The donation of this library of over 1100 books and reports in 2019 is also an addition not only to the knowledge of Cormorant Island and the surrounding area but also of the First Nations Bands for whom Dr. Weinstein was a consultant.

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

Yes.

#2 of our Strategic Plan is: To be a reference resource for information about the unique history and cultural identity of our region in general and Cormorant Island in particular. As we were formed in 1958 as the only library formed north of Campbell River, we have been in a great spot to gather and retain a great deal of the early history of this area.

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

Improving access:

- 1. Digital photograph/newspaper project - Putting this material online will enable it to be more easily available to a wider membership.**
- 2. Reference Library of Dr. Martin Weinstein -Adding it to our online library catalogue system will provide more information to our library patrons and researchers.**
- 3..Story Walk in the Square leads public into Library to check up collection**

Building capacity:

- 1. Opening up our upstairs room has made more space available for library patrons and researchers to use.**

Advancing Citizen Engagement:

- 1. Engaging the use of volunteers to monitor use in the research room will help to publicize new library program.**

Enhancing Governance:

- 1. Updating Library Policy Book is also in progress re digital projects.**

What are the key outcomes of this project/program?

More interest has been generated in the work of the gathering of historical collections over the past 65 years the library has been operating.

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

Yes. By providing the matching money to obtain this grant for scanning and digitization of photos and newspapers and by funding for extra staff time to adapt the new reference library collection into our Evergreen cataloguing system

[Copy and insert additional tables below for each additional project/program as needed]

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)	We were able to provide a curbside service for some of our patrons and when we did open up the library, we had protective barriers in place.	
Emergency response (e.g., fires, floods, extreme weather)	We are working on an emergency response program for evacuating our building and in the process of trying to find another site for our collections.	
Financial pressure (e.g., rising costs, reduced revenues)	We have always had to operate on very small funding base.	

<p>Staffing (e.g., recruitment and retention, mental health, and wellness)</p>	<p>Retention of paid staff is difficult when our library is only open twelve hours a week which is all our funding has been able to support. Fortunately, volunteers have been available to help out.</p>	
<p>Disappearing services in the community (e.g., government, banking, health)</p>	<p>Because of the economic changes over the years concerning the fishing industry in our area, the population has been changing into more of a retirement community. Therefore, seniors are the majority of our patrons. The changing availability of health services has also been a problem here.</p>	
<p>Connectivity (e.g., low bandwidth, lack of home internet in the community)</p>	<p>Fiber optics is slowly coming to our community but just now, we have a low bandwidth and many of our patrons lack home internet although many seem to have cell phones</p>	
<p>Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)</p>	<p>The library is housed in a very old building, a former firehall, built on pilings on the foreshore. Our new reference library is housed in the upstairs of the building which is reached by outside stairs.</p>	
<p>Community access to the library (e.g., geographic isolation, lack of local public transit,</p>	<p>The library building is located on the main road and is accessible to foot and wheelchairs but does not have much room on the main floor. There are two public computer stations as well as the checking in computer station and the interlibrary loan main computer work station. There is a small</p>	

building accessibility)	adjoining room which holds the library's Special Collection of First Nations and Local History artefacts.	
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

We are using the grants to help recover our lost ability to make contact with our community by:

1. Updating our signage on the inside and outside of our building
2. Because of our lack of space in which to hold Library programming, we have been renting a small local hall to hold two movies a month.
3. We are negotiating with the Village of Alert Bay, the owners of the building we occupy, to share the cost of extending the alarm system to the upstairs room where our new Reference library is located.
4. We are adding extra staff time to proceed with cataloguing new reference library.
5. We have purchased new equipment, laptop, scanner and USB storage units. Our financial records and some of our original records now being digitized are kept in separate buildings on higher ground

	Grant budget	Reallocated budget
COVID-19 Relief & Recovery Grant Amount	6,679.23	
Emergency Planning & Preparedness Grant Amount	20,037.69	
Total Grant Amount	26,716.92	

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	Digitizing Ronald E. Suker photographs/Newspapers and cataloguing Dr. Martin Weinstein's Reference Library	
Rationale	Important to 1. Preserve archival material in an outside space in case our building is hit by a disaster. 2 Provide online information on Dr. Weinstein's large indigenous collection	
Area of Need	Truth & Reconciliation – providing information and retaining history of Cormorant Island and area.	
Action/Output/Deliverable	Links to material through Library website and library online book catalogue.	
Outcome/Impact	More funding available to extend library presence into community. More funding for extended staff hours to work on projects. More activity with our interlibrary loan program.	
Metrics	Project is adding more than 1100 reference books and reports to library collection	
Collaborative Links (if applicable)	U.B.C. Digitization Grant and Provincial Covid & Emergency Grants. Village of Alert Bay.	
Expenditure	Wages for staff working on projects	\$ 7,189.88
	Purchase of scanner	2,637.60
	USB storage unit	141.60
	Past Perfect Software program	439.00
	Purchase of HP Laptop with service plan	846.13
	Rental of movie Theatre – 6 shows @ \$150	900.00
	Total	\$12,154.21
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Photos and newspapers have been digitized. Now entering index and data. Project on schedule to conclude on April 30 th . Staff now working on entering reference library on online catalogue. Planning to hold six more movies during March, April & May.	

	Staff and Trustees working on updating Board policies and forming an emergency plan.
Comments (optional)	

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: Joyce M Wilby
2023_____

Date: February 28,

Board Chair Signature: Colin Skinner
2023_____

Date: February 28,

Project Progress Report - 2022 - ALERT Bay Public Library

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	
Rationale	
Area of Need	
Action/Output/Deliverable	
Outcome/Impact	
Metrics	
Collaborative Links (if applicable)	
Expenditure	
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	
Comments (optional)	

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: Depe M. Wilby Date: Feb. 28, 2023

Board Chair Signature: Colin Quinn Date: FEB. 28, 2023