2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

LIBRARY NAME

Castlegar & District 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.).

The Castlegar and District Public Library is located in the city of Castlegar in the West Kootenay region of British Columbia. From its humble beginnings in the 1940s in the basement of the United Church, to the current building that expanded in 2000, the Library is supported and appreciated by the community it serves.

Our Library often receives compliments for being an open, welcoming place where friendly staff are ready to assist patrons with their requests and where citizens and visitors can meet to socialize and learn.

We boast busy meeting rooms that host a number of community organizations as well as our own programs. We are happy to offer extensive outreach in the community, and continuously work towards being a "special place in the community to explore, create, share ideas, information and have fun."

The Library serves a wide geographic area including the City of Castlegar, Areas I, and J of the Regional District of Central Kootenay (RDCK), with a service area population of nearly 14,000. Through a service agreement with the Nelson Library, we also serve residents of Area H South of the RDCK. The major employers in the area include Selkirk College, Zellstoff Celgar, and School District 20. The major regional employer, Teck Resources, is located 30 kilometers from Castlegar.

Our library is a public library association within the Library Act. The Province of BC provides 12% of our overall funding. The City of Castlegar and the Regional District of the Central Kootenay provide 85% of our revenue combined. Our goal in 2022 was to return to in person programing beginning with our Summer Reading Club. Our focus was getting back to the basics of library programing with programs that promote and build reading skills as well as socialization. We also continued to build digital resources that gained popularity during the pandemic.

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
Parent Child Mother Goose

Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.
In 2022, the library and the Columbia Basin Alliance for Literacy (CBAL) returned to an in-person Parent Child Mother Goose Program with a 12-week session in the fall.
This literacy and relationship-building program for babies and their caregivers gives families a welcoming space to meet others while learning rhymes and songs.
The Library and the CBAL each contribute one staff member to the Parent Child Mother Goose program. The Library provides the meeting space and we each advertise the program within the community.

How does this project/program support the library's strategic goals?
Our strategic priority: Innovation & Programming.   **Our goal:** Our revitalized space and high-quality collections meet the diverse needs of our users.   **Our Strategy:** Work collaboratively with partners.

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
Advancing citizen engagement - The Parent Child Mother Goose Program brings caregivers and their children into our space fostering an early connection with the library. The program encourages social inclusion by gathering caregivers and infants and promotes positive parenting skills. Parent Child Mother Goose is a recognized program that encourages strong family bonds through song, rhymes and storytelling.

What are the key outcomes of this project/program?

For the past 3 years, the Parent Child Mother Goose Program has been online. In the fall of 2022, the program returned to the library with roughly 4-6 caregivers and their babies coming consistently. Our current winter sessions has 13 families coming. Parents are meeting, talking, laughing and learning together.

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

Provincial grants are part of our annual revenue stream comprising 12% of our total operating grants. Part of these funds would contribute to a portion of staff wages.

Project/Program Name

A to Z Toddler Time / Preschool Storytime / Summer Reading Club

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

2022 started with a continuation of outdoor weekly storytime for toddlers and preschoolers. Staff also prepared weekly take away craft kits for toddlers through tweens.

In person indoor programing resumed with our Summer Reading Club and continued indoors with 161 kids and youth (ages 3 to 14) attending weekly programs. Activities included many science experiments, Popsicle stick bridge competitions, crafts, prizes and lots of reading. Special guests, Circle of Indigenous Nations Society, children's author Kathy Sager and Wildsafe BC contributed to the fun.

A to Z Toddler Time welcomes those 18 months to 2 years and storytime for preschool children includes children who are 3 to 5. Each program promotes literacy, early learning, community connection and develops creativity and fine motor skills through arts and crafts.

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

Focus: Community Engagement
Goal: We are known as a special place in our community where learning and fun thrive.
Strategy: We communicate effectively with staff, partners, volunteers, and funders.

Innovation and Programming: We have enhanced programming that fosters creativity, fun and learning.
Goal: We provide enhanced library experiences for our region.
Strategy: We have enhanced programming that fosters creativity, fun, and learning.

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 |

Advancing citizen engagement

Literacy programs bring families into our space fostering an early connection with the library and all of the resources it has to offer. Library programs are free and open to all members of the community.

What are the key outcomes of this project/program?

In 2022 our library had 127 individual children's programs with 1,135 attendees. 161 individual children and youth registered for our Summer Reading Program.

Library card registrations spike during our summer months as kids join our Summer Reading Club. In 2022, registrations doubled in June (81) and July (94) from previous months.

We see families begin with toddler storytime and continue with library programs throughout their early years and into the school years. We watch children grow through our programs over years and for us that is success.

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

No. Two federal government grants, Young Canada Works and Canada Summer Jobs funds provide wages for our two summer student hires.

Project/Program Name

Reading Buddies

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

Reading Buddies offers children in grade 2-4 one-on-one reading practice with a teen buddy. Children strengthen their reading skills while teens earn volunteer hours for graduation while gaining valuable experience. Over the course of the program, the teens and kids build a nice rapport with each other by reading and playing word games for one hour each week.

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

Focus Area: Innovation and Programming
Goal: We provide enhanced library experiences for our region.
Strategy: Programming that fosters creativity, fun and learning.

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**

Advancing citizen engagement

This program brings children and youth together for learning opportunities. It builds a connection with the library and all of the resources it has to offer. Youth have an opportunity for rewarding volunteer experience and children improve their reading skills which gives them confidence in the classroom.

What are the key outcomes of this project/program?

Reading Buddies strengthens the reading skills of children in our community and gives high school students valuable experience and volunteer hours needed for graduation. Over the course of our first series of sessions, the Children/Youth Librarian watched relationships develop as the Buddies became more comfortable with each other. Teenage volunteers are returning for another session, which indicates they are finding the program a rewarding experience. Parents report an improvement in reading skills and an eagerness for kids to return to the program in the coming weeks.

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

Provincial grants are part of our annual revenue stream comprising 12% of our total operating grants. Part of these funds would contribute to a portion of staff wages.

Project/Program Name

Teen Friends of the Library

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

Come and have a say in your library! Youth gather once per week for activities that enhance the library. In the first season of this program, youth painted the library windows, created displays in the teen section, helped set up a library book sale, crafted, and learned more about what the library has to offer. The pandemic was an isolating experience for all including teens. This is a positive program in a safe space bringing youth out of their homes and meeting each other.

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

Focus Area: Innovation and Programming
Goal: We provide enhanced library experiences for our region.
Strategy: Programming that fosters creativity, fun and learning.

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

Advancing Citizen Engagement

This program engages youth in our community by inviting them to work together to improve a public space where they and other teens can feel comfortable.

What are the key outcomes of this project/program?

Attendance for our Teen Friends program is consistent and expanding. What we see with this program is consistent attendance, word of mouth expansion, positive social connection and youth finding enjoyment at the library. I think this program resonates with teens because they decide what they want to do each week so they create the content and decide on activities.

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

Provincial grants are part of our annual revenue stream comprising 12% of our total operating grants. Part of these funds would contribute to a portion of staff wages.

Project/Program Name

Non-Profit Technology Grant

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

Our staff computers are old enough for us not to really know how old they are! We applied for a Non-Profit Technology Grant through the Columbia Basin Trust (CBT). The grant "supports the acquisition of technology to increase efficiency and effectiveness of non-profits. We received enough money to replace five staff computers and monitors as well as our two circulation computers and monitors. The CBT provided 5,352 towards this project and the Library 1,500.

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

Focus: Organizational Vitality.
Goal: We have the people, resources and expertise to sustain our success.
Strategy: We support the development of our staff.

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

Building Capacity

New staff and circulation computers give our staff the tools they need to do their job and serve our patrons efficiently.

What are the key outcomes of this project/program?

All of the new computers and monitors have been purchased and installation is currently underway. Staff are very pleased and we are thankful for the support of the Columbia Basin Trust.

Did provincial grants enable this project/program? If so, how?
No.

Project/Program Name
Sustainable Building Grant

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

In 2022, our library submitted an Expression of Interest (EOI) for a Non-Profit Sustainability Building Program grant through the Columbia Basin Trust. The grant offers financial supports to non-profits for energy saving upgrades. The engineer assessing our library recommended LED lighting throughout our building as well as a solar PV array to reduce our energy costs.

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

Focus: Physical Space and Collections
Goal: Our revitalized space and high-quality collections meet the diverse needs of our users
Strategy: We support sustainability

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 project does not fit into any of the provinces strategic priorities for libraries.

What are the key outcomes of this project/program?

This project will improve our building by making it more sustainable. The money we save on energy costs will go towards more resources for our community.

According to the completed review of our building, the library will reduce its electricity consumption by 40% with new LED lighting and produce an average of 19,500 kWh hours of energy with a Solar PV Array. These improvements will save the library $3,310 annually and reduce our building's impact on the environment.

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

Yes. Emergency Preparedness Grant.

Project/Program Name

Playaway Launch Pads 15 New

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

These pre-loaded tablets come full of skill-building fun and learning opportunities. Tablets come ready to use and do not require an internet connection. Our library has purchased 15 new tablets for various ages. Subjects range from life skills, music creation, mathematics, technology, nature, social emotional and literacy.

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

Focus Area: Innovation and Programming
Goal: We provide enhanced library experiences for our region.
Strategy: We offer hands-on experience in accessing new technologies.

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 for British Columbians - Support cooperation on shared services and digital collections so that people through the province have better access to a broad range of library collections, wherever they live.

What are the key outcomes of this project/program?

The lendable Launchpads give kids an opportunity to learn from a tablet without the need for an internet connection at home. The tablets are easy to use and preloaded with content making them a safe learning option. With many subjects to choose from, children can build essential skills while having lots of fun.

The addition of new titles caused excitement among our families. Our initial collection of 18 tablets have circulated 213 times. The new titles were added to our catalogue in late 2022. We now have 33.

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

Yes. We purchased these titles with the Covid Relief and Recovery grant from the BC Government.

Project/Program Name

Increase internet speed

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

We have recently increased our internet speed to 1 Gbps after we noticed a slow response time on our public and staff internet networks. We have high-speed internet through the Columbia Basin Broadband Corporation.

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

Focus: Organizational Vitality
Goal: We have the people, resources and expertise to sustain our success.

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 for British Columbians - Promote opportunities to improve the stability and dependability of high-speed, broadband internet service - particularly for libraries that have the greatest need.

What are the key outcomes of this project/program?

We still notice delays at times and hope to see further improvement with upgrades to staff computers described in the Non-Profit Technology Grant project. Some days can be excruciatingly slow, and disrupt library operations and it can be hard to pinpoint the cause.

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

No.

Project/Program Name

Lote4Kids - Online Multilingual Story Database

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

Lote4Kids is a multilingual online story telling database that connects children with books in their own language and helps them to learn new ones. New material is frequently added and the site has various accessibility tools from sign language and font size adjustments to different contrasts. Our library would find it difficult to source these same resources in a print format so this is an invaluable resource.

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

Focus: Innovation and Programming
Goal: We provide enhanced library experiences for our region
Strategy: We offer hands-on experience in accessing new technologies.

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

Improves Access

Lote4Kids provides equal access to a multilingual digital resource free of charge.

What are the key outcomes of this project/program?

As with any new database, we hope to see its popularity rise. So far, use is low, but we continue to advertise and market the product. We will continue to monitor over the next few budget cycles.

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

Covid Relief and Recovery Grant.

Project/Program Name
Indigenous Author Purchases – RDCK Area I Grant

Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.
Area I of the Regional District of the Central Kootenay generously provided a grant of 2,500 to purchase titles by Indigenous authors. We purchased adult titles, children's books, audiobooks, eBooks and DVDs. Many of the titles were selected from First Nation Communities Read booklists and the Strong Nations website.

How does this project/program support the library's strategic goals?
Focus: Organizational Vitality **Goal:** We have the people, resources and expertise to sustain our success **Strategy:** We actively implement the recommendations of the Truth and Reconciliation Commission of Canada Calls to Action.

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

Advancing Citizen Engagement – raising awareness and adding Indigenous voices and perspectives to our collection.

What are the key outcomes of this project/program?
The outcome of this project is an infusion of titles by Indigenous authors, stories and perspectives for all ages in many different formats.

Did provincial grants enable this project/program? If so, how?
No.

Project/Program Name
BCLA Conference for all staff

Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.
Six staff members registered for the 2022 BC Library Conference for a cost of 1,100. Most of the staff who registered watched the whole conference over a number of weeks.

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

Focus Area: Organizational Vitality.
Goal: We have the people, resources and expertise to sustain our success.
Strategy: We support the development of our staff.

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

Building Capacity
Providing professional development opportunities to all our staff.

What are the key outcomes of this project/program?

The outcome is an equal opportunity for all staff to benefit from the learning opportunities that conferences provide.

A fully online library conference gives all library staff, regardless of their role or location in the province an affordable opportunity for professional development.

In-person conferences are cost prohibitive for many libraries stretched thin financially and have limited staff to spare for travel. I believe the reduction of online conference sessions this year is the beginning of the end for an opportunity that leveled the playing field for library staff throughout the province.

Did provincial grants enable this project/program? If so, how?
No.

Project/Program Name

Antimicrobial Furniture / Easy Clean Furniture

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

We replaced all of our old cloth furniture with vinyl and antimicrobial seating. The new seating is comfortable and easy to keep clean giving our patrons a more hygienic environment to relax and work. We purchase 16 new chairs, an easy chair, a love seat and a child sized couch.

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

Focus Area: Physical Space and Collections
Goal: Our revitalized space and high-quality collections meet the diverse needs of our users
Strategy: We balance plans for revitalizing our physical space with utilization of available resources and patron needs.

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 project does not support any of the provincial strategies for libraries, but it supports our local focus on refreshing our interior space for the comfort and enjoyment of our patrons.

What are the key outcomes of this project/program?

The pandemic made us realize our old cloth furniture had outlived its useful life. With the Covid Relief and Recovery grant, we were able to replace our seating with easy clean furniture. We no longer have any public seating with cloth. Our old furniture sold during our winter booksale for door crasher prices. Our library is now back to full seating with a small increase in overall seats.

Did provincial grants enable this project/program? If so, how?
Yes the Covid Relief & Recovery Grant.

Project/Program Name
Overdrive Advantage Collection

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

The provincial One-Time Technology Grant in 2020 allowed our library to start an Overdrive Advantage Collection for our patrons, which we have endeavoured to maintain our collection with grants when possible, or portioning part of our book budget. Last year our library used part of our book budget to purchase advantage books, and in 2023, we will use our Covid Relief and Recovery funds.

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

Focus Area: Physical Space and Collections
Goal: Our revitalized space and high-quality collections meet the diverse needs of our users.
Strategy: We support sustainability by encouraging users to 'borrow more and own less'.

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

We work to expand our online collection to reduce wait times on holds by our patrons.

What are the key outcomes of this project/program?

Over the past three years, we have purchased 173 titles based on our patron hold counts. In 2019, our circulation was 16,113 with a steady increase each year. In 2022, our circulation was 23,168. We have gained 586 new users. Advantage users checked out 2,415 advantage books over the course of the pandemic.

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

Yes. In 2020, the One Time Technology Grant and in 2022/23 the Covid Relief & Recover Grant.

Project/Program Name

Author Readings and Local speakers

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

During the past year, local authors and experts have returned for in person readings to share with the community. Topics have ranged from retirement coaching, healing from trauma, surviving a collision with a drunk driver, coping with the loss of loved ones and growing up in a Doukhobor community.

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

Focus: Community Engagement
Goal: We are known as a special place in our community where learning and fun thrive.
Strategy: We see increased awareness of library events and programs.

Focus: Innovation and Programming
Goal: We provide enhanced library experiences for our region.
Strategy: We have enhanced programming that fosters creativity, fun, and learning.

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

Advancing Citizen Engagement

Providing opportunities for members of the community to come together to learn, talk and share.

What are the key outcomes of this project/program?

In 2022, our in-person programing started up again after having only one author in the previous year. We hosted four local writers and speakers with twenty-nine people in attendance. These events bring people together, provide an opportunity for individuals to make connections and learn from the experience of others while supporting local writers.

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

No.

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)	Until all of the mandates came off last year, our staff continued to feel a level of stress within our workplace because of the pandemic. Enforcement of mask mandates amid the trucker convoy was tense at times
Emergency response (e.g., fires, floods, extreme weather)	Although very hot at times throughout the summer, our region thankfully did not experience any extreme weather emergencies in 2022.
Financial pressure (e.g., rising costs, reduced revenues)	We increasingly try to balance library operations, programing and serving our patrons with the number of staff we can afford for the number of hours we are open.

Staffing (e.g., recruitment and retention, mental health, and wellness)	Due to funding limitations, our library does not have a full-time staff member dedicated to work our service desk. Current staff share desk duties and can work from 10 to 18 hours a week at the service desk while managing administration, programing and technical services within a 35 hour work week.
Disappearing services in the community (e.g., government, banking, health)	Government of Canada services are located in Trail and Nelson so residents of Castlegar have to travel outside of our community.
Connectivity (e.g., low bandwidth, lack of home internet in the community)	This year we increased our bandwidth to 1 Gbps. At times, we find the internet painfully slow. We are updating all of our staff computers this winter and hope that the combination of new computers and faster internet will be a winning combination.
Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)	Our library needs a modern refresh. A new roof and HVAC system slated for completion last year met with delays due to a shortage of materials. We are seeing a lot of wear and tear inside our library in terms of carpet, paint and bathrooms. We have a large basement area that needs remodelling to make better use of the space and to make it more welcoming. We are in a city owned building.
Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	Our library does not have an elevator and our programming and meeting space is downstairs. Currently we only have a chair lift that has a maximum weight capacity. It is difficult for parents with strollers and seniors with mobility issues to get downstairs.
Vulnerable communities (e.g., people experiencing homelessness, addiction, mental health crisis)	Our library has seen an increase of vulnerable folks over the past 3 years. We have seen open drug use outside on library property and have cleaned up a lot of drug paraphernalia. Over the past few years, we have called the RCMP a number of times to help us deal with escalating unsafe situations.
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
Our library has targeted a range of needs with this one-time funding: • Easy clean furniture • Digital access • Energy saving building enhancements • Creating a comfortable space during extreme weather (air filtration, fresh water, charging station)

	Grant budget	Reallocated budget
COVID-19 Relief & Recovery Grant Amount	21,829.47	7,500
Emergency Planning & Preparedness Grant Amount	9,776.49	
Total Grant Amount	39,105.96	

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	Easy Clean Furniture
Rationale	Provide easy to clean library seating giving patrons a clean space to relax, gather and study.
Area of Need	COVID-19 Recovery (adapting library service to meet emerging community needs amid the pandemic).
Action/Output/Deliverable	Remove old cloth furniture that cannot be cleaned easily to create an environment where patrons feel safe.
Outcome/Impact	A library space with comfortable seating that is easy to clean and disinfect.
Metrics	Enjoyment of our public and an increase in those finding comfortable space within the library.
Collaborative Links (if applicable)	None.
Expenditure	Actual expenditure with shipping and taxes: 11,320.68
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Our new furniture is in place. We purchased: • Vinyl chairs for all of our work tables and seating areas • Child sized vinyl couch and chair

	• Antimicrobial love seat and chair in our family area
	• Meeting room tables
Comments (optional)	None.

Project/Program/Activity	Lendable Technology for Children and Youth
Rationale	Provide lendable digital learning opportunities that don't require an internet connection.
Area of Need	COVID-19 Recovery (adapting library service to meet emerging community needs amid the pandemic).
Action/Output/Deliverable	Offer children, youth and adults a unique learning opportunity with lendable technology that does not require an internet connection.
Outcome/Impact	Purchase approximately 16 new Launchpad tablets covering a range of subjects and learning opportunities.
Metrics	Success will be measured through circulation enthusiastic borrowers.
Collaborative Links (if applicable)	None.
Expenditure	15 tablets at an actual cost of 2619.85
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Tablets have been purchased and are circulating.
Comments (optional)	

Project/Program/Activity	Digital Collections
Rationale	To improve access to digital collections through holds relief.
Area of Need	COVID-19 Recovery (adapting library service to meet emerging community needs amid the pandemic).
Action/Output/Deliverable	• More eBooks and audiobooks for our community via the Overdrive Advantage collection. A reduction of wait times for items that have a long hold list. • Multilingual storytelling resource for children and families.
Outcome/Impact	I hope to build an Advantage collection that residents feel are meeting their needs. I would like to reduce wait times on titles that have more than 3 Castlegar resident holds. The multilingual story telling resource will provide an opportunity for children in our community to hear stories in their own language.
Metrics	Usage statistics and patron feedback.
Collaborative Links (if applicable)	None.
Expenditure	Lote Online for Kids: 949.72 (Actual for 2022/2023) Overdrive Advantage: 3,000 budgeted for 2023.
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	We started our Lote Online for Kids subscription last year and will renew it this year. Overdrive Advantage purchases are ongoing. Our library will use these Covid-19 Relief & Recovery funds in this 2023 budget year.
Comments (optional)	

Project/Program/Activity	Water Fill Station
Rationale	To provide members of the public access to free drinking water and water bottle refills during times of extreme heat and otherwise.
Area of Need	Emergency Planning & Preparedness (helping your community and library prepare for and respond to emergencies).
Action/Output/Deliverable	To provide the community with refreshing water during the summer months, and times of extreme heat. Castlegar is very hot in the summer often reaching temperatures over 30 degrees Celsius for extended periods.
Outcome/Impact	An easy way to offer refreshing free water to our community anytime, but especially during times of extreme heat when adequate hydration is essential to well being.
Metrics	Frequency of community use and verbal feedback.
Collaborative Links (if applicable)	None.
Expenditure	2,106.76
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	The water fountain/dispenser has been purchase and installed.
Comments (optional)	

Project/Program/Activity	Building Sustainability - Columbia Basin Trust Non-Profit Sustainability Building Grant
Rationale	To reduce energy consumption, improve building sustainability, produce our own energy and save money.
Area of Need	Emergency Planning & Preparedness (helping your community and library prepare for and respond to emergencies).
Action/Output/Deliverable	Investigate ways to save energy and make our library building more sustainable through temperature control, LED lighting, solar panels or other possibilities as suggested during an inspection of our building by a Columbia Basin Trust (CBT) advisor.
Outcome/Impact	Ensure that we are doing everything we can to save energy and improve our building. According to the completed review of our building, it is estimated the library will reduce its electricity consumption by 40% with new LED lighting and produce an average of 19,500 kWh hours of energy with a Solar PV Array. These improvements will save the library 3,310 annually and reduce our building's impact on the environment.
Metrics	Annual energy savings.
Collaborative Links (if applicable)	
Expenditure	60,000 project. 45,000 from the Columbia Basin Trust and 15,000 from the Library.
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	The library was successful in securing this grant. The City of Castlegar will manage the project and the Library will use grant funds for its portion of the project.
Comments (optional)	

5. Board Approval

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: _KlyPat_   Date: _Feb 21, 2023_

Board Chair Signature: _Margaret Mac Dougall_   Date: _Feb. 15, 2023_