

2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

LIBRARY NAME

Greenwood and District 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.).

The Greenwood Public Library is a rural library that serves the City of Greenwood and a portion of Area E of the Regional District of Kootenay Boundary (RDKB) with a total catchment area of about 950 people and has been providing materials and service to the public since 1945.

The library is the only safe, reliable, free public space in Greenwood, and it is thus a crucial community hub. Greenwood and community consist of a majority of seniors, retirees, working adults, and a few families with children; quite a few are on income assistance or disability pensions. There is no major industry in Greenwood, and much of the community work in neighboring communities, others are self employed or work in retail, ranching, logging, mining, service, and municipal government.

Our core operations funding comes from the Province of BC, plus a grant from the RDKB and a grant- in-aid from the City of Greenwood. These three combined barely cover wages and core utilities. All other expenditures such as postage, books, administration etch must be covered by our fundraising efforts and our generous donators.

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
Children's Area Project
Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.
This project to revamp the entire children's area of our premises. The need to create a space which was with this focus was to foster reading in learning in a bright and welcoming and easy to navigate manner. The main improvements were purchasing proper shelving, benches, mats, books, heaters, and cooling fans etc. This improvement was and continues to be well received.
How does this project/program support the library's strategic goals?
One of our mandates is to provide a safe and welcoming environment for our patrons and community.
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 Access2. Building Capacity3. Advancing Citizen Engagement4. Enhancing Governance
We have been able to much improve our patron experience in this area, supporting citizen engagement. It helps reduce barriers to inclusion and equity within the library and support social interactions for patrons. Programs such as these enhance governance as it is a consistent, familiar program and Board members promote the program and associated events and are confident that our strategic plan is headed in the right direction.

What are the key outcomes of this project/program?

Physical Space –In reorganizing and recreating the space, we found that not only does the proximity of the area enhances physical access, but it also fosters more social interaction, which in the long term supports information sharing, collaboration and increases community knowledge and connection.

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

No, this project was entirely paid with local community grants.

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.

Although this is an ongoing program, the challenges in running this project for 2022 were not insignificant. Normally it is facilitated with the acquisition of a Summer Student which is paid for through the Canada Summer Jobs grant. This year we were unable to secure summer help due to the labour shortage as well as the competition in the area of wages. We therefore had to use existing staff (director) to facilitate the summer session.

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

This program is very important in our community and to our children to encourage a life-long love of learning and create a spark of creativity. We continue to offer this fun educational programming that children enjoy each year. One of our mandates is to provide a safe and welcoming environment for our patrons and community.

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

The program offered supports our initiative of community engagement. Not only does it engage the children, but it also encourages parents to come and use our facilities and take advantage of our services.

What are the key outcomes of this project/program?
<ul style="list-style-type: none"> - Resources and activities on a weekly basis - Children have a safe and welcoming place to gather and participate in a fun and educational forum. - Social engagement and building social skills. - Fosters a love of reading, learning and healthy habits established.
Did provincial grants enable this project/program? If so, how?

[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)	Although the first quarter of 2022 was still under protocols nearing summer and throughout the balance of the year, some normalcy had returned.
Emergency response (e.g., fires, floods, extreme weather)	Climate is and will continue to be an issue. We provided cold drinks and a welcoming environment to get a respite from the heat outside.
Financial pressure (e.g., rising costs, reduced revenues)	The main challenge faced by the community is lack of a large tax base. The core funding streams, being the Province of BC, City of Greenwood and the Regional District of Kootenay Boundary represents approximately 55% of our annual budgeted expenses. Everything from wages, to postage to books and core utilities have consistently been rising with no incremental funding increase for us to be able to cope with the rising costs. g costs.

	<p>Funding continues to <u>not</u> meet the measure of the inflationary costs to run our library.</p> <p>Fortunately, due to the generosity of our community and our fundraising efforts have allowed us to continue with a great level of service for our community. We acknowledge that we cannot count on these revenue streams, however we do realize that it does show how much the community cares. Moreover, with more entities in the same financial situation it becomes harder each year to maintain/increase our fundraising goals.</p>
Staffing (e.g., recruitment and retention, mental health, and wellness)	In 2022 our staffing has been consistent, however with such a small population base it was extremely difficult to recruit staff for our summer Reading club and as such our staff had to facilitate the program which resulted in additional costs and increased burden on staff members.
Disappearing services in the community (e.g., government, banking, health)	With some services being moved online, it has put a strain on the local community in so far as computer literacy is concerned. It has created a need for our library to become more accessible and provide additional guidance in this area
Connectivity (e.g., low bandwidth, lack of home internet in the community)	Connectivity remains an issue for our rural community. With only one internet provider available it leaves some residents with slow, if any connection and the option for our low-income residents is limited or financially unattainable. We have noticed an uptick in our computer usage and have surpassed pre-Covid levels
Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)	Our physical space of approx. 1200 sq. ft is home to our collection, reception/library director area, a children’s area, a patron computer area, two small storage areas (one of which is partially utilized by the bookkeeper/admin), and a small board room area shares our non-fiction room. We lease this space from the city and upgrades and renovations are of paramount importance but with limited space and resources, it is hard to imagine how to “reinvent” it to make it a more useful area. We would definitely benefit from a new space/building, however financially that seems a far away goal.
Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	Our community has no public transit or taxi service and it can be difficult, especially for our lower-income residents to access needs as they are dependant on family or friends. Since the building is leased some of our accessibility issues, (i.e., a slight lip on the transom of our entrance can be a barrier, as well as the weight of the door itself can be a barrier for access) are out of our control, however we continue to work with the city in addressing the needs of the library and the community.

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		
<p>During the Covid-19 shutdowns we became very aware of the needs within the community and our need to improve our technology, community engagement of library services as well as enhancing our digital footprint for our patrons. With this funding our main goals are:</p> <ul style="list-style-type: none"> - To continue to improve/stabilize our core infrastructure used by patrons and staff which build upon the BC Library Technology grant of 2020. - Increase visibility, community engagement and promotions of library services - Making services, programs, and collections more inclusive and accessible - Increase staff training to better service our patrons. <p>With our Covid-19 Relief and Recovery grant our approach is to incrementally research and initiate our stated projects. Having very limited staff, our progress has been steady and our projection to complete this work of late 2023 – early 2024 is still the trajectory we are aiming for.</p>		
	Grant budget	Reallocated budget
COVID-19 Relief & Recovery Grant Amount	19812.99	
Emergency Planning & Preparedness Grant Amount	6604.33	
Total Grant Amount	26417.32	

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	Development of Emergency Preparedness
Rationale	
Area of Need	Community
Action/Output/Deliverable	Develop and implement a plan which provides information and guidance to the community.
Outcome/Impact	To ensure people in the community are better prepared in the event of an emergency.
Metrics	
Collaborative Links (if applicable)	Working with local emergency planning organizations as well as municipal and regional entities
Expenditure	3415.84
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Project is in progress. Research and development stage is 50% complete. Completion date late 2023
Comments (optional)	

Project/Program/Activity	Improvement and enhancements of library premises
Rationale	
Area of Need	Covid Recovery
Action/Output/Deliverable	Upgrades to mobile racks, fridge, security concave mirrors, reflective window treatments.
Outcome/Impact	To provide security and relief for climate fluctuations (heat domes) and to provide staff with better resources to do their day-to-day work more efficiently.
Metrics	Better patron experience during hot months, better security, and work environment for staff
Collaborative Links (if applicable)	
Expenditure	No physical expenditure as of yet
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Research is underway to assess needs and acquire necessary improvements
Comments (optional)	

Project/Program/Activity	Community engagement and promotion of library programs and services
Rationale	
Area of Need	Awareness Campaign & Marketing
Action/Output/Deliverable	Provide the community with more information on the library's services and programs
Outcome/Impact	To increase patronage of the library and provide a more extensive awareness of services and help to improve literacy through engagement.
Metrics	Engagement of our community within our catchment area.
Collaborative Links (if applicable)	
Expenditure	
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Promotional materials are being developed and implementation expected mid 2023
Comments (optional)	

Project/Program/Activity	Improvement of online digital resources
Rationale	
Area of Need	Digital resources
Action/Output/Deliverable	Increase databases and e-resources, title expansion and online programming
Outcome/Impact	More extensive set of offering to patrons and community
Metrics	
Collaborative Links (if applicable)	
Expenditure	
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Research and survey in progress to assess requirements and project in line for completion by years end.
Comments (optional)	

Project/Program/Activity	Core Skills
Rationale	
Area of Need	Staff training
Action/Output/Deliverable	Areas of technology, program education, accessibility
Outcome/Impact	To provide a broad range of skills to the staff to transfer to patrons.
Metrics	Engagement of patrons to aid in computer literacy
Collaborative Links (if applicable)	
Expenditure	
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Research and assessment of need is ongoing and expected delivery date of early 2024
Comments (optional)	It is imperative that staff and support staff are well versed in computer and knowledge of what services we provide. This ongoing training will serve to ensure that they can continue to aid patrons whether it be in computer access or resource based.

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: 

Date: March 1, 2023

Board Chair Signature: 

Date: March 1, 2023