

## 2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

### LIBRARY NAME

POUCE COUPE MUNICIPAL 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.).

Pouce Coupe Municipal Library recognizes that it resides in Northern British Columbia, located on the territories of the Cree, Dene, Dunne-Za, Kaska, Sauleau, Tse'khene, Tahltan and Tlingit. We acknowledge our hosts and honor their gracious welcome to those seeking knowledge. We also recognize Metis Nation BC members who live in this area of BC.

The Pouce Coupe Library serves our municipality as well as its neighboring surrounding areas. The Village of Pouce Coupe is a member of the Peace River Regional District, and currently has a population of about 792.

The library was first established by the Woman's Institute in 1933, and in 1951 was then taken over by the Provincial Library Commission.

Pouce Coupe industries are a combination of petroleum, oil & gas, agriculture, farming, and tourism. Over the past few years our community has grown and expanded bringing new families and patrons to our library. We continue to work hand in hand with our local elementary school as a shared library facility.

Popular recreational activities in Pouce Coupe and our surrounding area includes cross-country skiing, ice skating on our local outdoor rink, a skate park, baseball diamonds, disc-golf, snowmobiling, fishing, hiking and hunting.

## 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.

<b>Project/Program Name</b>
<b>Annual Summer Reading Club.</b>
<b>Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.</b>
<p>Our most popular annual program, the Summer Reading Club was a success for us in 2022, running over 8 weeks, July through August and having 38 children and teens register.</p> <p>We felt the need to continue and reinforce the normalcy for families in our community and kids were eager to be back to a routine. Despite the uncertainty of possibly having the pandemic shut everyone down again, we persevered and did everything we could to bring things back to normal for the kids. This included in-person events and activities while still maintaining the safe and comfortable environment.</p> <p>We appreciate that the province again made it an option for us to be able to offer the program both virtual and in person. Having the unknow still lingering over head was stressful for some and being able to go on-line made it more comfortable for our families. Along with the option to do the Summer Reading Club online, we also offered packages for children and teens to take home, and provided a list of online resources for them.</p>
<b>How does this project/program support the library's strategic goals?</b>

**LIBRARY GOAL**

This program supports our strategic plan of “**Identifying Resources and Programs to meet Community Needs**” by:

- Inviting families into the library and encouraging them to attend person activities and events.
- Offering on-line resources to families. We made them aware that they were able to access the SRC on line, proving them with handouts and information for the BC SRC website and other resources that are available to them.
- We made sure families had packages they could take home if they were not comfortable staying in the library.

**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 Supports the BC Strategic goal of “**Building Capacity**” by:

Providing support for children and teens by helping to maintain and improve their reading skills. Building confidence and inserting the creativity and joy of reading as well as encouraging lifelong reading habits, and supporting reluctant readers.

By taking part in the Summer Reading Club program children of all ages benefit through reading which also improves their attention span and brain development. This helps to encourages empathy towards friends and family. Reading is a way for kids to escape the day-to-day routine and is comforting to them.

**What are the key outcomes of this project/program?**

Because summer reading is critical to a child’s ability to not only retain information learned the previous year, but to grow in knowledge and critical thinking skills for the coming year, the immediate outcome of this project was that families are able to take the skills and tools that they learned during the summer with them.

Intermediate and long-term outcomes are that our library staff also learn from the programs by gathering new resources and material that they can apply to future programs offered in the library. Staff can learn from the children and teens, finding out what they enjoyed most from the programs and where improve is needed.

This program also increases citizen awareness of our programs.

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

A portion of our core provincial grant from the province went towards this program. We feel that as a library this is one program that is a priority for us every year. Supporting and focusing on life long learning for children and their families.

**Project/Program Name**

**Improved Signage and Visible Awareness of the Library**

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

In 2022 we had several new families visit the library. It was brought to our attention that the signage for the library was not as prominent as it could be, making it difficult for families to find the library building itself.

The Pouce Coupe Public Library is a shared space with our elementary school and community center and we found that it was difficult for them to differentiate the difference between the three facilities. In the fall of 2022, we brought this to the attention of our municipality and as it turns out, they also realized that the signage for our community center was not as visible as it could be. They had experienced problems during that year's election period. People did not know where to vote and were unsure where our community center was.

We are working with the municipal council to improve existing signage and create more visible and prominent signs for the library, making it more visible from the main highway as well as our side roads.

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

This project meets our library goal of "Cultivate collaborative partnership and promote community engagement": by improving awareness to the library, it allows our patrons to be more aware of our location and in turn bringing them to the library and accessing the services and programs we have to offer.

**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

The Provincial goal of “Building Capacity” by: as a result of increased and better signage, it will bring in more foot traffic into the library in turn connecting staff and the director more with the community.

Staff will have more contact with others from the community and municipality such as the Peace River Regional District, Literacy Society, our local museum and other businesses.

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

We partnered with our municipality by providing input for new signage and suggestions on how to improve existing ones.

We are in a shared space with our elementary school and community center were fortunate not to have to pay for the new sign.

This project is still in the planning stages, and will be completed late spring of 2023 because of weather and the ground being frozen.

**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.

<b>Challenge</b>	<b>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).</b>
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)	
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)	
Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	<p>The Pouce Coupe Library strives to provide our surrounding community with access to our information and services, as well as monthly events and workshops. One of our biggest challenges we face as a small community is lack of membership and participation with the public library and events.</p> <p>Drawing participants from our neighboring city center can be a disadvantage due to rising gas prices and winter road conditions. Also, Pouce Coupe does not have access to public transit to and from our neighboring community, making it difficult for families to attend our programs.</p>

	Since the COVID 19 pandemic we have increased our programs with popular events and activities, as well as booking facilitators from outside of our local community to try and improve enrollment.
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.

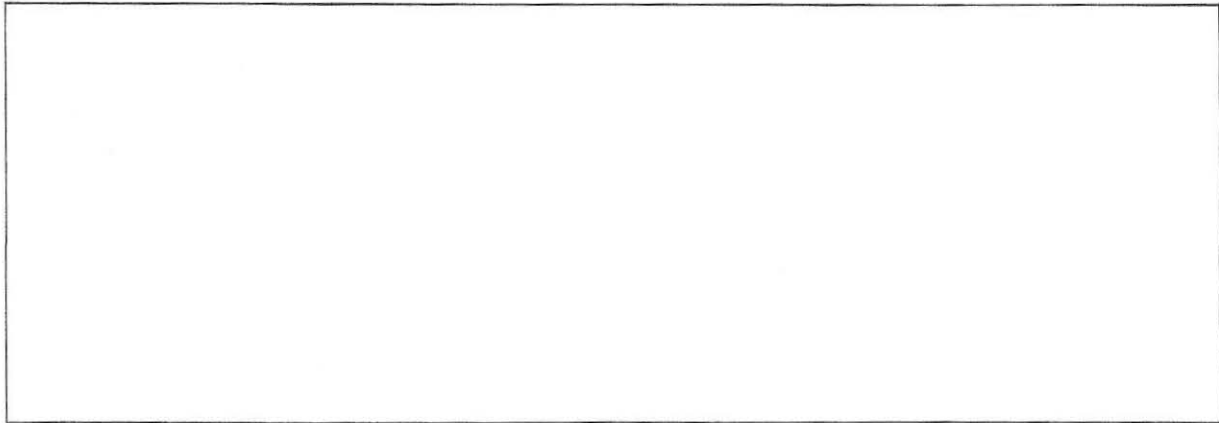
##### Summary and Overview

We chose to focus on 3 main projects last year for the use of our Covid-19 Relief and Recovery funds. One of these being *Technology Updates and Staff Training* for the library.

- We were able to upgrade our aging computers for our patrons.
- A small portion was used toward training and development for our director. These courses benefited the library by increasing leadership skills, and productivity, job performance and keeping the library and staff up to date with changes in technology.

Secondly, we focused on *Emergency Planning & Preparedness*.

- Creating safety awareness emergency preparedness packages for our patrons, that include information for families on how to prepare in the event of a fire, flood, and power outage. We are working with our local fire department and BC Search and Rescue Association and will be offering these packages to the community through a facilitated presentation.



	<b>Grant budget</b>	<b>Reallocated budget</b>
<b>COVID-19 Relief &amp; Recovery Grant Amount</b>	\$19,619.40	\$20,159.20
<b>Emergency Planning &amp; Preparedness Grant Amount</b>	\$6,539.80	\$6,000.00
<b>Total Grant Amount</b>	\$26,159.20	\$26,159.20



## **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)

<b>Project/Program/Activity</b>	<b>Emergency Planning and Preparedness</b>
<b>Rationale</b>	<p>Disaster preparedness plays an important role in building the resilience of communities. Families need to be prepared ahead of time. When an emergency occurs, there may not be time to gather information and discuss a communication and reunion strategy with your family. By having a system in place to properly identify and prevent potential disasters to having a strategy for handling the response and recovery, every step in emergency management matters. At every step, proper planning and response could mean the difference between life and death.</p>
<b>Area of Need</b>	<p>We feel that seniors are the most venerable members in our community, however every family should have an emergency plan in place.</p>
<b>Action/Output/Deliverable</b>	<p>Action we are planning to take for this project also include providing members in the community with emergency packages including step by step preparedness work books, distribute maps to community members helping them become familiar with major and alternate routes to leave their area in the event of a disaster, basic first aid kits, and a preparedness bag to have everything in one place.</p> <p>We currently have partnered with our local fire department and Search and Rescue Association to help create a presentation for the public, featuring the step to take to prepare for an emergency.</p> <p>As well we have contacted our municipality and Peace River Regional District, to find out what plans they have in place in the event of an emergency.</p>
<b>Outcome/Impact</b>	<p>Disaster preparedness consists of a set of measures undertaken in advance by governments, organizations, municipalities, communities, or individuals to better respond and cope with the immediate aftermath of a disaster, Whether it be human-induced or caused by natural hazards, by helping our families to be prepared, knowing the risks in our region and how to best prepare in the event such as fire, flood, extreme heat, or earthquake.</p>

<b>Metrics</b>	Preparedness is a process of bringing people together within the same community to enable them to collectively address a common disaster risk and to collectively pursue common disaster preparedness. Our goal for this project is to reach at least 50 families in our community. We hope that by providing families with these tools and knowledge, that it will help them be prepared and feel confident knowing they have a plan in the event of an emergency
<b>Collaborative Links (if applicable)</b>	we are collaboratively working together with our local Search and Rescue Agency, Fire Department and Municipality to help create our emergency packages and presentation for the public.
<b>Expenditure</b>	Total used to date= \$1453.53
<b>Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).</b>	This project is in progress. We are in the planning stage of the presentation and hope to be able to offer it to the community by late March or early April. Depending on the outcome and interest we plan on offering a second presentation late fall.
<b>Comments (optional)</b>	



<b>Project/Program/Activity</b>	<b>Technology Upgrade and Staff Training</b>
<b>Rationale</b>	Public libraries across British Columbia strive to deliver services that are responsive to the rapidly changing technology landscape as well as the unique needs of their communities. In today's world, social and economic participation are highly dependent on the ability of its citizenry to navigate the digital world and interact with digital information and networks. Without access to technology and the skills required to use it, individuals are at a risk of exclusion from activities and experiences that are critical to their well-being and success and without updated computers and devices this can not happen.
<b>Area of Need</b>	Libraries strive to deliver services that are responsive to rapidly changing technology and to the unique needs of their communities. However, despite high levels of broadband and mobile penetration, connectivity gaps remain across the province and our community, primarily driven by lack of affordability and choice. These gaps are amplified in rural or remote regions (e.g., First Nations communities) and among low-income populations.
<b>Action/Output/Deliverable</b>	We have updated our aging and outdated computers in the library. Besides the obvious of our systems being out dated, there are many benefits with doing the upgrade. With the new computer systems, we received a warranty, they can facilitate new software better than older systems and running at a much faster pace for our patrons in turn our patrons are not frustrated and have come into the library more often to create resumes, complete government documents and basic internet searches. Staff is encouraged to take advantage of online classes such as Khan Academy or LinkedIn using our new computers.

<b>Outcome/Impact</b>	<p>In addition to providing opportunities for customers to learn about technology (i.e., digital literacy), the Pouce Coupe Library allow patrons to learn through technology. Technology services at public libraries assist people of all ages in updating their skills, finding work and excelling academically and professionally in a connected world.</p> <p>Public libraries contribute to workforce development, as libraries facilitate access to education and lifelong learning; the development of employable skills; and resources supporting the various stages of the job search process. The technology access provided by the library helps customers with their job search skills resulting in employment success for almost half of our patrons.</p> <p>At the same time encouraging our staff and director to continually take courses and training, will give them a feeling of being more productive at work as well as finding it rewarding, feeling, supported, challenged, and appreciated which in turn allows them to be more efficient themselves.</p>
<b>Metrics</b>	<p>The metrics will be measured by the number of patrons visiting the library and the increased productivity and over all mood <i>change of our staff.</i></p>
<b>Collaborative Links (if applicable)</b>	<p>We are in a shared space with our local elementary school and are fortunate to have our internet service provide to us as part of our user agreement. The result of this is having a high level of internet service.</p>
<b>Expenditure</b>	<p>Total used to date= \$13322.07</p>
<b>Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).</b>	<p>The purchase of new computers is complete.</p> <p>Training and development is always on going. We feel that employee training and development helps staff keep pace with changes in the library world, in turn allowing us to offer the more up to date information and best service to our patrons.</p>
<b>Comments (optional)</b>	

5. BOARD APPROVAL

*Electronic signatures are acceptable where physical signatures are not feasible.*

Library Director Signature: *[Handwritten Signature]*

Date: Feb 24/2023

Board Chair Signature: *[Handwritten Signature]*

Date: Feb 24/2023