

2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

LIBRARY NAME

Rossland 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.).

Rossland is located in the beautiful Kootenay Rockies Region of British Columbia, and is home of Red Mountain Resort and Big Red Cats, the world's largest cat skiing operation. With the addition of Grey Mountain at RED Mountain we now have one of the biggest ski resorts in western Canada. Located on the Powder Highway, in the Kootenay Rockies, Rossland offers both summer and winter charm. An unpretentious community which still offers a unique and authentic experience to all of our visitors. With just over 4000 residents and more visitors all year long Rossland is growing rapidly and the library is feeling that increase in population. In the past year (and over the course of the pandemic) the Rossland Library has maintained high patronage, with almost 50% of residents holding an active library card. Since being declared an essential service we have had to re-evaluate our purpose and strategic plan to serve our community more than ever before, hearing their cries for community connection, loanable materials that reflect the community needs (like snowshoes and dehydrators), study spaces and exam invigilation, and big changes to the workspace to create a safer, more inclusive and efficient workplace. The workspace renovation was made possible thanks to the one time funding we received last year. We were able to create two new office spaces to accommodate spacing requirements outlined in WorkSafe and according to our Communicable Disease Plan, and were able to provide staff with a place to eat their lunch, something they didn't previously have. Our provincial funding goes almost exclusively to maintaining our InterLibrary Loans system, paying for postage, mail bags, and one staff member who works limited hours to ensure all of our mailing systems are operating smoothly.

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
Books and Babies
Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.
Books and Babies is a songs and story time program that connects families with the library.
How does this project/program support the library's strategic goals?
Our strategic goal of engaging with community and meeting their needs is reflected in this program. Parents are looking for community connections, opportunities to make friends, and literacy-based activities for their little ones ages 0-4. This program has been a success and a long-standing feature of the Rossland Public Library for many years, with a wonderful singer and story teller in our Children's Librarian.
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

This program meets the Provincial goals for public library service in item number 3, advancing citizen engagement. Our patrons are happiest when they can participate in interactive, engaging programming and this is at the top of the list.

What are the key outcomes of this project/program?

The key outcomes are community engagement, patronage at the library, and creating lifelong readers.

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

The one time provincial grant we received last year allowed us to purchase a much needed story time chair and rug, helping with cleanliness, efficiency, and the overall appeal of story time.

Project/Program Name

Office Renovation

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

Renovating the space to create more efficient, effective workspaces for staff.

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

This project supports the library's strategic goals by following our commitment to be an inclusive employer, dedicated to WorkSafe and BC Employment Standards.

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 strategic goals 1 and 2. We are able to improve access by providing quality public service, our building capacity has improved as we are able to have more staff working at a time to better serve the public.

What are the key outcomes of this project/program?

Under the creation of the Communicable Disease Plan we are required to be able to safely space our employees apart and to provide adequate space for everyone to complete their tasks as required under their job descriptions. Previously all 6 employees were working in one small space. Now there are 2 dedicated office spaces, one circulation workspace for 2 employees at a time, and a flexible work space available for patrons or employees.

The key outcomes are:
Increased productivity.
Overall job satisfaction improvement.
Retention of employees.
Enhanced services for patrons.

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

We used the one-time Provincial Covid Relief Grant to fund this program. Without the one time funding, this project would not have been possible.

Project/Program Name

After School Programming

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

Providing after school programming for ages 6-12 engaging in literacy-based arts and technology programs. We partner with various community organizations including the Arts Council, Seven Summits School, and the Rossland Museum.

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

This supports our strategic goal of engaging with our community and meeting their stated needs. In 2021 our patrons identified that they wanted more programming for school-aged children and increased programming meets that need.

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 meets strategic goal 3 which aligns with our goal to create welcoming spaces for all ages.

What are the key outcomes of this project/program?

The key outcomes are:

- Increased citizen engagement.
- Communication with families.
- Encouraging literacy and future library users.
- An increase in library cards.
- Opportunities for collaboration with community organizations.

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

Provincial grants do not enable this program. We rely heavily on grants from outside sources.

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)	Our safety protocols were well implemented in 2022 and we faced few challenges. Ongoing issues include having funds to continue to supply masks and rapid tests. We received a grant through the Canadian Red Cross for both and requested as many as we could to continue our supply. There were issues creating the Communicable Disease Plan as the templates provided appeared to be for larger library systems and organizations, and many rural communities were left to fend for themselves. The Freedom Convoy made service difficult through our City for two days over the summer of 2022, and we experienced some negative feedback from the community as provincial and federal response was inconsistent and occasionally our staff felt unsafe.
Emergency response (e.g., fires, floods, extreme weather)	Air quality, fires, and run off impacted the Rossland Library during 2022. The funding was not enough to impact the real solutions to the problems we face but does improve some things. Our entire plumbing system requires an upgrade and both the municipality and the library itself do not have the funding necessary to pay for those improvements.
Financial pressure (e.g., rising costs, reduced revenues)	Financial pressure is the primary challenge we face in our community. Our library is now considered a Medium Sized Library according to the most recent Kootenay Library Federation survey and because of an increase in population according to the 2021 census. Despite serving more patrons than ever, we are restricted to a one room building with no opportunities for growth, and our staff are the lowest paid in our region for our library size, with positions typically held by very skilled workers only making minimum wage. Our municipal funding no longer covers all of our operating costs due to inflation and rising revenues, and the freeze in provincial funding allows us to pay one employee at drastically reduced hours to manage our interlibrary loans. We hope to renegotiate with the City going into 2025 and continue to support efforts by the ABCPLD to advocate for libraries on a provincial level. If we are struggling, so is our community, and our services are required more than ever.
Staffing (e.g., recruitment and retention, mental health, and wellness)	We were unable to retain two trained and highly skilled workers who needed to make a living wage elsewhere in British Columbia. As our COVID Relief funding was only one-time, we were not able to apply it to wage increases or benefits for employees. Our municipality is not able to increase our funding for the foreseeable future. Due to lack of funding, we were unable to replace one staff member who moved on,

	and are now operating with fewer staff than required for our hours. Lack of access to training and conferences due to lack of funding all hinder our ability to hire and retain workers. There is no solution here aside from renegotiating our contract with the municipality going into 2025.
Disappearing services in the community (e.g., government, banking, health)	We are one of two public computer access points in Rossland, BC. With no Service Canada or WorkBC options in Rossland we are busier than ever during application and tax season, and we serve a large number of temporary workers who come to Rossland seasonally and require WiFi, computer and printing access. As one of the only places with public bathrooms and a printer/scanner we find that our prices must go up to continue to be able to provide our patrons with the things they seek from the public library. We applied for a technology grant to provide more computer access for our community as well as loanable tech and one on one coaching for applications and use of library services, as well as being able to continue to provide access to home learning databases like LinkedIn Learning and Gale Courses.
Connectivity (e.g., low bandwidth, lack of home internet in the community)	The connectivity at the Rossland Public Library remains some of the most consistent in town.
Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)	Our building is in sore need of repair, from the plumbing to the HVAC to a lack of windows. We require updated air purification systems, sprinklers, upgrades to fire extinguishers and first aid training. We would like to pay for snow removal service but there is a lack of staffing at the City and so our access ramp is often unusable. Due to the rising population we are hoping to expand but again, lack access to funds. Our solution is to work closely with the City on maintaining our systems and having them regularly serviced, while looking for alternate funding opportunities.
Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	We require building accessibility upgrades including a better awning over our accessibility ramp, and operational bathrooms all year long. Our HVAC system requires an update or replacement, and similar to many Kootenay communities, our access to transit is not ideal despite the library being in a good location immediately on the main road and accessible to walk to from most places in Rossland.
Vulnerable communities (e.g., people experiencing homelessness, addiction, mental health crisis)	The presence of vulnerable community members is not high in Rossland as there is a serious lack of access to services for those communities, however 2022 saw more and more vulnerable peoples coming to the library to ask for phone calls for rides, computer services, and public washrooms. We are ensuring staff are trained and feel safe, while also practicing empathy and inclusion as all are welcome in our space.

Other (please specify)	
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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>Most of our funding was used to enhance our workspace according to WorkSafe standards and the Communicable Disease Plan:</p> <ul style="list-style-type: none"> - two new office spaces constructed - the circulation area divided into two work areas that will safely allow two people to work comfortably <p>Our Emergency Fund allocation was used to:</p> <ul style="list-style-type: none"> - provide First Aid training for one employee - purchase and Air Quality Monitor as requested by staff - continue to provide hand sanitizer, masks and rapid tests to our community

	Grant budget	Reallocated budget
COVID-19 Relief & Recovery Grant Amount	24274.38	30000.00
Emergency Planning & Preparedness Grant Amount	8091.46	2365.84
Total Grant Amount	32365.00	32365.00

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	Air Quality Monitor
Rationale	We are impacted by forest fires and inclement weather regularly and want to manage our HVAC system accordingly.
Area of Need	Emergency Planning and Preparedness
Action/Output/Deliverable	Monitoring air quality in Rossland
Outcome/Impact	Rossland does not have a dedicated air quality monitor. As a cooling/heating centre staff will monitor the air quality inside of the library, and patrons will be able to monitor the air quality outside of the library, allowing for more accurate readings and so that we can be prepared with bottles of water and ensure that our HVAC system is prepared.
Metrics	1 new air quality monitor to be installed inside of the library.
Collaborative Links (if applicable)	https://www2.purpleair.com/products/list?gclid=Cj0KCQjw3eeXBhD7ARIsAHjssr9z6o2Bso-5kpZe_qpWAopP8tiZDfyM8Xl_mxb6lIEY7Zo67_Glh74aAqfrEALw_wcB
Expenditure	\$500
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	The Air Quality Monitor has been purchased and installed and the air quality for Rossland, BC is now available on the Purple Air website and app.
Comments (optional)	Our patrons are very pleased with this deliverable.

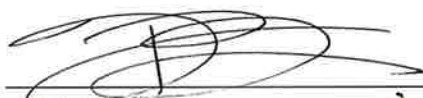
Project/Program/Activity	Renovating to Create Efficient Workspaces
Rationale	Returning to work after the COVID-19 shutdown meant reduced capacity and hours because our workspace was not suited to meet safety standards. We want to ensure staff safety in any eventuality and learn from that experience.
Area of Need	COVID-19 Relief and Recovery
Action/Output/Deliverable	Multiple workspaces increase overall productivity and employee satisfaction.
Outcome/Impact	Staff and Patrons will be able to work together and separately, creating flexible workspaces that can accommodate a variety of needs, including study space, exam space, a staff eating area that can hold one or multiple people, as well as work areas that can accommodate 1-2 staff members at a time. This will decrease congestion in all areas of the library, allowing for more staff to be working. This will allow for a full return to pre-pandemic library hours so that we can better serve our patrons in all capacities.
Metrics	3 new workspaces available (2 permanent, one flexible) that can accommodate 1-2 employees at a time allowing for everyone to have safe space to conduct work.
Collaborative Links (if applicable)	
Expenditure	\$30,000.00
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Hil-Tech Ltd. Completed the work in February according to the budget and scope of work. Two office spaces are in use with one flexible work/study space available for employees or patrons. We retain one programming room that can be used for meetings or programming as required, as well as using the flex space for staff lunch, exams, or 2 person meetings.
Comments (optional)	Staff feel like they can take a deep breath and are not constantly on top of one another. Overall morale has improved dramatically. It is easier to identify workspaces and reduce clutter.

Project/Program/Activity	First Aid and Emergency Training and First Aid Supplies
Rationale	No one on staff had first aid training except the Director and there was not a dedicated first aid kit.
Area of Need	Emergency Planning and Preparedness
Action/Output/Deliverable	Updated first aid training for staff and programmers as well as hosting public training on fire extinguishers, developing and evacuation plan, and preparing emergency bins.
Outcome/Impact	Staff will be trained to perform occupational first aid and will benefit from community preparedness sessions. The Library will have OH&S policy and standards in place, an OH&S committee, regular safety checks, and updated safety and emergency equipment.
Metrics	1 full day of training for our Programmer who works 30 hours a week. A well stocked first aid kit.
Collaborative Links (if applicable)	
Expenditure	\$1865.84
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	Our Programmer completed her first aid training and received her CPR-C certificate and identification card. Monthly Occupational Health and Safety meetings are held and problem areas identified in conjunction with the Director. There is a reporting system in place to address issues as needed.
Comments (optional)	An on-site first aid trained employee is a necessity and makes staff and patrons feel much safer.

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature:



Date:

mar 8, 2023

Board Chair Signature:



Date:

Mar 8, 2023