

2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

LIBRARY NAME

Salt Spring Island Public Library

CHECKLIST

For the PLGR to be considered complete, please ensure you have provided information for each of the following sections.

- 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.).

Salt Spring Island is a 70-square-mile island with a population of 11,635, with a 50% increase of residents and visitors in the warmer months. It has a vibrant, natural provincially protected environment, and a diverse history, from millennia-old First Nations communities, to Hawaiian, Japanese, and Black settlers in the 19th century. The Salt Spring community now comprises a population that includes 35% seniors, as well as many families, remote workers, artists, musicians, and tourists.

After two years of pandemic restrictions, the Library returned to full services with in-person programs for all ages, and outreach to homeschoolers, preschools, elementary schools, and Gulf Islands Secondary School. The community's support, and dedication of volunteers and staff, was evidenced through 118,953 patron visits (+13%), and 60,559 virtual visits. Patrons, with 787 new members, checked out 134,454 physical materials and 37,388 digital items, and used the Library to read, learn, work, see local arts, research, connect, get online, and study.

The Library held 254 programs for 2,830 adults, and 174 programs for 5,276 teens and children. Programs included Poetry, Reconciliation and Indigenous events, tech tutoring, climate events, art exhibits, StoryTime, Mother Goose, StoryWalks, and youth camps. Seventy-eight volunteers contributed 7,848 hours, a decrease of 20%.

In building news, the HVAC cooling system was retrofitted through CRD Community Works Fund (Gas Tax), making the Library a designated community Cooling Centre in future heatwaves. The new Teen Zone, created with a Salt Spring Island Foundation grant, was a success with 10-20 teens making art, socializing, and reading daily. The FabLab was launched, with a Service Canada - New Horizons for Seniors \$14,120 grant, and Wilding Foundation \$80,000 grant, and started offering STEM youth programs.

Our community showed their support with \$44,397 in donations. BC Ministry of Municipal Affairs provided support through a \$37,677 COVID-19 Relief and Recovery and Emergency Preparedness Grant. IslandLink Library Federation contributed \$7,000 for ProD, Digital Resources, and Programming. The Philip and Muriel Berman Foundation granted \$2,500 for our BIPOC collection, doubling our BIPOC collection and increasing our Indigenous collection 6x, with corresponding increased circulations.

2. FEATURED PROJECTS/PROGRAMS

Please describe any featured projects/programs the library has delivered in the past year.

1.) Project/Program Name
Strategic Goal: Climate Action
Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.
<ul style="list-style-type: none"> Completed HVAC cooling system retrofit through CRD Community Works Fund (Gas Tax) Grant, including getting CRD approval to increase funding significantly for increased building cost. The library can now act as an Island designated Cooling Centre in Emergency situations. Made under utilized spaces more accessible with two industrial, outside tables with benches and umbrellas on program room patio, which has been used during hot days for program room overflow for youth programs such as Summer Camp, and the annual Local Author Tea, which returned in August. Partnership with strategic organization Transition Salt Spring was developed through Library programs, collections, and promotion including being a key program contributor during the month-long Climate Action On The Rise Arts Festival. The Library offered 5 programming components for this festival, including one art exhibit attended by an estimated 250 people, a StoryWalk about Greta Thunberg with estimated attendance of 250 people, and a documentary style presentation by documentarian Isabelle Groc which was attended by 62 people, and a local authors' poetry event with 23 local poets reading about climate change. A designated donation was used for Climate Change (and health) books and resulted in \$1280 spent for an estimated 30 Climate Change books for the adult Non-Fiction collection.

- The Teen Program partnered with Bullock Lake Farm, Neighbourhood Farm Schools, and Nature Salt Spring to develop a year-long climate-action program for teens, and to develop a climate action collection within teen non-fiction. The collaborative youth program established a new Library partnership with Bullock Lake Farm, while encouraging youth to connect with Climate Change through activism and awareness through a reading club, where the group discussed the book "All We Can Save", participated in sustainable farming activities, and made personal plans of action to reverse the climate crisis. They also discussed climate grief and strategies for building resilience. 38 attendances were recorded for this reading club series. Multiple teen titles (+30) were selected, and purchased.

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

These new Climate Change programs and collections supported the library's new Strategic Priority: *Help prepare the community for the impacts of climate change by providing learning resources and programs and also upholding the climate resilience of the library building.*

These programs fulfilled the Strategic Goals:

- *Develop active and targeted partnerships with local groups focused on climate action to promote climate change programming and resources, and*
- *Support community programming and increase resources on topics relevant to climate action.*
- *Improve the physical space of the Library to ensure it models sustainability and improves the comfort of users.*

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

These Climate Change programs and collections support the B.C.'s strategic goal for public library service: *Advancing citizen engagement: Increasing opportunities for people to access the information and resources they need to thrive as engaged individuals, workers and lifelong learners.* By educating adults and youth on one of the main issues of our time in a variety of media, the Library advanced citizen engagement on this critical issue.

What are the key outcomes of this project/program?

- After five years of seeking grant funding, the Library upgraded its HVAC system and is now the only Island designated Cooling Centre in Emergency heatwave situations.
- Four community partnerships were strengthened, including two new partnerships.
- Collections for all ages now include current Climate Change materials (60+ new titles).

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

Provincial grant funding supported Climate Change partnerships, programming and the new outdoor seating by contributing to staffing, materials, equipment, and advertising.

2.) Project/Program Name

DEI, and Truth and Reconciliation.

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

- Partnerships with First Nations were developed through Library outreach, programs, collections, and promotion including significant outreach with *W̱SÁNEĆ* elder and master carver Charles Elliot and family in partnership with Salt Spring Arts Council, Penelakut Elder Ray Tony Charlie in partnership with Salt Spring Island Historical Society and Archives, School District 64 Indigenous Education department and 150 Indigenous students, and the Stqeeeye' Learning *Society* (Xwaaqw'um).
- Thanks to a 3-year \$2500 grant from the Phillip and Muriel Berman Foundation, the Library BIPOC collection increased 182% and the Indigenous collection increased 588%, with corresponding increased circulations of 332% and 909%. Users of these materials included the Library Reconciliation Reading Circle members, with 129 attendees at 16 events.
- For Black History Month, the Library collaborated with the Salt Spring Island Historical Society to acquire and display a portrait of local, black pioneer Sylvia Stark with her father Howard Estes. This 8 x 4-foot sepia-toned piece was commissioned by Stark's descendant Judy Sims and painted by local artist Alli Hames. In coordination, copies of the 63-page biography 'Sylvia Stark: A Pioneer' were available at the library circulation desk to read in the library as a reference item during the month of February.
- Karen Hudson & Quw'utsun Artist Charlene Johnny presented *Collective Reconciliation: Creating an Indigenous Mural* at the BCLA Conference on April 20. The presentation focused on partnerships, youth indigenous engagement, representation of the Library's commitment to Truth and Reconciliation and an inspiration for four more community murals. 67 library workers attended. Feedback from Ursula Brigl, Cranbrook Public Library: "Thank you for that wonderful session at the conference. Cranbrook is renovating its outdoor entrance area in 2024 and you have given me some valuable ideas to incorporate into the planning process". Karen Hudson also hosted a 2nd BCLA Conference Session, a Truth & Reconciliation Group Live Chat with Melanie Reaveley as co-host. 38 attendees were encouraged to discuss T&R and most of the session comments came from library personnel new to this important topic.

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

These programs and enhanced collections supported the Library's new Strategic Priority: *Commit to principles and activities that promote diversity, equity, inclusion, truth and reconciliation, and physical/social accessibility.*

These projects and programs fulfilled the Strategic Goals:

- *Commit to diversity, equity, and inclusion; anti-racism; and anti-oppression policies and operations.*
- *Focus on policies, operations, and programming that support the Calls to Action of Canada's Truth and Reconciliation Commission Report.*

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

These DEI and Truth and Reconciliation programs and collections support the B.C.'s strategic goal for public library service: *Advancing citizen engagement: Increasing opportunities for people to access the information and resources they need to thrive as engaged individuals, workers and lifelong learners.* By educating adults and youth on one of the most important issues of our time through outreach and engagement and in a variety of media, the Library advanced citizen engagement on this key societal obligation.

What are the key outcomes of this project/program?

- Partnerships with First Nations were developed with *W̱SÁNEĆ* elder and master carver Charles Elliot and family in partnership with Salt Spring Arts Council, Penelakut Elder Ray Tony Charlie in partnership with Salt Spring Historical Association and Archives, School District 64 Indigenous Education department & 150 Indigenous students, and the Stqee'ye' Learning *Society* (Xwaaqw'um).
- The BIPOC collection increased 182% and the Indigenous collection increased 588%, with corresponding increased circulations of 332% and 909%.
- Karen Hudson & Quw'utsun Artist Charlene Johnny reached 105 BCLA Conference attendees with two presentations on Truth & Reconciliation.

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

Provincial grant funding supported DEI, and Truth and Reconciliation partnerships and programming by contributing to staffing, building costs, materials, travel, and advertising.

3.) Project/Program Name

The FabLab

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

FabLab is shorthand for "Fabrication Laboratory," a makerspace the Library launched in the summer after building inventory, purchasing initial equipment (through a 2021 Salt Spring Island Foundation grant), and constructing a glass wall. Staff was hired to learn the equipment, document processes, see what we could do through experimentation and working with the public, and to help us publicly launch the space through a \$14,120 grant from Service Canada -- New Horizons for Seniors Program. Our successful launch hosted a philanthropist whose foundation (The Wilding Foundation) now supports ongoing operation, staffing, and expansion of the space into STEM educational programming for children and adults alike.

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

This project and its corresponding programs respond to several strategic Library priorities. Since the Pandemic the Library has sought to strengthen its relationship with families, students and teachers. Since September, we now host 1-3 class tours of the FabLab per month (approximately 30 children served), which spawns further family appointments when kids take brochures home (average of 16 appointments per month). We also offer weekly Lego-Robotics courses, and videogame coding classes (serving 24 children and youth per week), with adult classes or workshops coming soon. The FabLab is grabbing the attention of families, local groups, and individuals and bringing them back to the Library.

Another Strategic priority the FabLab supports is in making underutilized spaces of the Library more accessible for Public use. The area that was our former Teen Zone was underutilized by teens. By giving teens a better Library location, and giving the FabLab a modern look and feel within a glass-walled space, the Library has increased usage of both of these zones dramatically. Moreover, the FabLab allows us to develop the Library's "more than books" public resource model, which includes themed kits for children, gallery passes, DVDs, audiobooks, and musical instruments. Through the FabLab, however, we see conversations, inspiration and community created as the curiosity of young, old, newcomers and long-time residents is ignited and shared via the FabLab and the myriad possibilities of creation it represents for people.

How does this project/program support the [B.C.'s strategic goal\(s\) for public library service](#) from the strategic plan, which include:

9. Improving Access
10. Building Capacity
11. Advancing Citizen Engagement
12. Enhancing Governance

1. **Improving Access** – The FabLab bridges economic, cultural, and technological barriers by uniting people through shared projects, ideas, and learning and accessing all of these things without any user fees. Access to STEM learning camps is often cost prohibitive for families, which means only wealthy families can access this learning. The curiosity the FabLab represents to older clientele has drawn in older patrons that did not, formerly, have Library cards (average of 3 per month). When sharing a model plan, or communicating a desired outcome, images, vector drawings, sketches and shared files can breach linguistic or socio-cultural obstacles and reveal shared ground between people who wish to facilitate or create for fun, decoration, or function. Altogether, the FabLab gives people access to digital technologies in dynamic and engaging ways.
2. **Building Capacity** – Through the FabLab, Library management both learns and teaches the public they serve about the benefits and possibilities available through the tools and knowledge on offer. Intellectual, cultural and economic futures are being fostered and supported through engagement with the Fab Lab services and programs offered. The dynamic services this Library hosts and offers for engagement responds to societal and economic change by providing people with social connection, digital inclusion and creative opportunity. As demand for program offerings increases, so too does our knowledge regarding, and preparation for the future of Libraries, deepen.
3. **Enhancing Governance** - The development of the FabLab and plan for engaging patrons with technology and Library as a place to make connections, build, grow and learn factored into the 2021 Strategic Planning process. Statistics about the FabLab and its related programming (appointment numbers, weekly program attendance, numbers of class tours/students per tour) are conveyed to the board in monthly reports from the program, and strong support for the FabLab reflects this.

What are the key outcomes of this project/program?

- Seniors engage with others and renew and gain a Library membership.
- Youths extend existing skills learned in school or in mini-camps, allowing them to advance in a context of safety, wonder, and growth.
- Children have access to STEM activities and programs despite economic disparity.
- Adults learn and understand basic new skills pertinent to 3D printing and laser and dye-cutting fabrication processes
- Families have access to technology for making things allowing for self-paced learning.
- People of all demographics have a positive interaction with the Library.
- The Library is associated with dynamic creation, unique skillsets, valuable technical knowledge and ability, and endless possibility – a community hub where people can dream a thing and watch it be physically created.

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

No, the FabLab, was launched with a Service Canada - New Horizons for Seniors \$14,120 grant which allowed us to staff the FabLab with 2 people. Since then, we have received \$80,000 in funding from The Wilding Foundation.

4.) Project/Program Name

Youth Programs & Outreach

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

- Undertook outreach and engagement with homeschoolers, preschools, elementary schools, and Gulf Islands Secondary School, a return after two years of pandemic restrictions. 15 events for youth 12 and under, 402 attendees; 11 events for kids 13 and over with 228 attendees. Total outreach was 30 events with 630 students or preschoolers directly engaged.
- Library staff and students implemented youth and teen programs including spring and summer break camps. The Library accommodated a record number (20 per day) of camp attendees. In person children's early literacy programs Storytime and Mother Goose returned after 2 years. The Library held 20 literacy events with 324 people in attendance. 174 programs served 5,276 teens and children.
- The Library's development of the new Teen Zone was a great success this year. With a grant from the Salt Spring Island Foundation, the Teen Zone quickly became a safe space for youth ages 12-18. The space regularly sees 10 to 20 teens per day engaging in artistic activities, homework, socializing, reading, and gaining mentorship from Library staff and volunteers.

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

- The Library sought to retrench its school, homeschool, and preschool connections via a concerted outreach and engagement strategy. This included Library visits to schools, meetings with key personnel and administration, class visits to the Library, and, in lieu of in person visits, Zoom meetings or visits. This achievement progresses our connected goal of offering programs centred around the needs of students.
- Record attendance in summer camps and a return to early literacy programming have resulted in a 70% increase in the number of programs offered to children and a 630% increase in attendance of these programs, indicating significant progress is being made in service of programming that is meeting needs for children's programming.
- The Library's goal of developing new library users by building stronger relationships with local schools and families was supported through the successful development of the Teen Zone. Families and friends have made the space a popular youth hangout, as well as a significant pool for teen volunteers. Teen applicants have increased 262% with applications on file rising from 8 to 29. This indicates not only relationship building with this age group, but a sense of Library belonging and commitment.

How does this project/program support the [B.C.'s strategic goal\(s\) for public library service](#) from the strategic plan, which include:

13. Improving Access

- 14. Building Capacity
- 15. Advancing Citizen Engagement
- 16. Enhancing Governance

1. Improving access: When families and youth get comfortable at the Library, they connect their devices, to our WIFI, access our website, and use our digital resources. As they do this, they are learning to connect and navigate the digital world which is critical to ensuring a strong digital future for people in all areas of the province.
2. Advancing Citizen Engagement: In creating the Teen Zone, the Library brings community together to foster knowledge-sharing, collaboration and lasting reconciliation with Indigenous peoples. Youth are engaging in formal and informal conversations about provincial programs, policies and services that affect their lives, whether through online Youth meetings with MLA Adam Olsen, Climate Action Reading clubs, or discussions amongst themselves.

What are the key outcomes of this project/program?

- Increased Library use by teens and youth.
- Increased program attendance.
- Improved relationships and reciprocity with local schools.
- Development of another generation of Library users.
- Ensuring that the Library is recognized as a welcoming, safe and accessible space for families, youth and children.

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

Provincial grants supported our school engagement as well as our summer Library camps program. They did not support the development of our Teen Zone, which was funded through a local foundation grant.

3. CHALLENGES

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)	The changing situation with the pandemic in 2022 required the library to continue to adapt. KN95 masks for staff and volunteers and Level 3 quality masks for patrons were acquired with the COVID recovery grant. Proof of vaccination according to BC Health guidelines was implemented for all active volunteers and staff, and for all programming which required extra staff time. Sick time policies were adapted so that staff with COVID-19 infection could stay home without losing a considerable amount of pay. This was paid through the COVID recovery grant. Volunteers decreased due to pandemic creating extra stress on staff and the necessity to hire paid people to cover work, paid by the COVID recovery grant.
Emergency response (e.g., fires, floods, extreme weather)	The Library purchased plastic drop sheets to quickly cover book shelves to minimize damage to collection in case of leak due to pipes or sprinklers. We also retrofitted the HVAC system to also cool so the Library can be used as a cooling centre in extreme heat. Purchased 72-hour emergency kits for 40 people in case of extreme emergency situation. Revised Occupational Health and Safety manual and reviewed Fire Safety manuals, including evacuation and other emergency protocols. Paid through a grant through the Capital Regional District and by Emergency Preparedness grant.
Financial pressure (e.g., rising costs, reduced revenues)	Volunteers decreased due to pandemic creating extra stress on staff and the necessity to hire paid people to cover work, paid by the COVID recovery grant. Sick time policies were adapted so that staff with COVID-19 infection could stay home to protect co-workers without losing a considerable amount of pay. Revenue from fines and room rentals started to recover. Costs of building and systems maintenance increased substantially. The trend of decreasing volunteers requires more paid staffing.
Staffing (e.g., recruitment and retention, mental health, and wellness)	With volunteers decreasing (20%), traveling, and off sick, there was extra stress on staff and the necessity to cover shifts with paid staff to cover work, paid by the COVID recovery grant. Sick time policies were adapted so that staff with COVID-19 infection could stay home to protect co-workers without losing a considerable amount of pay. Library staff used a record number of sick days due to Covid and new sick policies.
Disappearing services in the community	Some public and private services have reduced availability. Many residents do not have a family doctor and wait times for important

(e.g., government, banking, health)	health procedures are so long that it impacts the well-being of individuals and community. In particular mental health support is inadequate. Fortunately, the local hospital is undergoing major renovations to improve emergency services, as many residents without doctors rely on the ER for health support.
Connectivity (e.g., low bandwidth, lack of home internet in the community)	
Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)	The Library is aging and expensive systems integral to the building are wearing and require more maintenance and replacement. The need for extra paid staff required that the Library create more office space.
Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	
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

Summary and Overview

The COVID-19 Pandemic greatly affected Salt Spring Island Public Library as it relied heavily on senior volunteers and a small staff for operations. Another 20% of volunteer workers were lost last year three of the pandemic, and volunteer recruitment continues to be negligible. As we “shift from a volunteer-based, staff-supported model to a staff-based, volunteer supported model of service delivery” (Strategic Goal 2022-2027), the COVID-19 Relief and Recovery Funding (including a \$2,000 reallocation from the Emergency Planning & Preparedness Grant) has been primarily used for staffing, including hiring new auxiliary staff back up and succession planning, and staff training.

Due to consistent use and demand with many of our patrons only using library services from home, a portion of this COVID-19 Relief and Recovery Funding is going to support maintaining and augmenting Electronic Collections.

The Salt Spring Library is using the Emergency Planning & Preparedness grant funding to strengthen our capacity for emergency planning and response through staff training, safety materials, emergency supplies such as the 72-hour emergency kits, and outdoor seating.

	Grant budget	Reallocated budget
COVID-19 Relief & Recovery Grant Amount	\$28,258.36	\$30,258.36
Emergency Planning & Preparedness Grant Amount	\$9,419.45	\$7,419.45
Total Grant Amount	\$37,677.81	\$37,677.81

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	Increased Staffing Resources
Rationale	
Area of Need	COVID-19 Relief & Recovery
Action/Output/Deliverable	Full library staffing with a joint focus on DEI hiring, training, and succession planning. The Library hired a disabled student, five students, rehired a past employee, and also created new Information Technician and Bookkeeping positions and is undertaking extensive training for long term succession planning.
Outcome/Impact	The Library is able to provide quality library service through hiring and training several individuals, some for auxiliary employment, and several for long term succession for key positions.
Metrics	A full staff team of 5FTE, with part time, auxiliary and students creating a stable workforce to offset a continuing reduction of volunteers.
Collaborative Links (if applicable)	Partnering with Young Canada Works and Canada Summer Jobs for summer student funding.
Expenditure	\$18,382.83 spent to date, with \$11,875.53 remaining.
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	In Progress. In 2023, the Library has also hired a part-time Information Technician and an on-call auxiliary staff person to meet the Library's needs with decreasing volunteers. New staff will be taking the training course, Managing Hostile Interactions, arranged by InterLINK but open to our Library through IslandLink CRRG funding.
Comments (optional)	

Project/Program/Activity	Expanded Electronic Collection Access
Rationale	
Area of Need	COVID-19 Recovery
Action/Output/Deliverable	Expanded Patron Access to Hoopla and Kanopy Databases, plus Overdrive Advantage Collection. Promote Hoopla eBooks and eAudiobooks and Kanopy films on Library social media and website. Patron holds are monitored on Overdrive and eBooks and eAudiobooks are purchased on Overdrive Advantage platform.
Outcome/Impact	The expanded Hoopla and Kanopy collection access give patrons more material with no holds or waits. The Salt Spring Library Advantage collection gives patrons reduced waiting times for holds on electronic materials.
Metrics	The expanded Hoopla collection access will allow Library patrons to maintain their pandemic usage and may contribute to an increase in Hoopla circulation. The Advantage collection can reduce wait times by months, and will contribute to an annual increase in Overdrive circulation by 10%.
Collaborative Links (if applicable)	The Library Reconciliation Reading Circle uses eBooks and eAudiobooks on Hoopla and Overdrive to learn about Truth & Reconciliation, and the Advantage Collection decreases wait times for patrons as well as Reconciliation members using Indigenous materials.
Expenditure	Databases \$4000, Overdrive Advantage \$1600: Total \$5600.
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	In Progress: \$4826.43 spent to date (as part of overall CRRG). Hoopla use increased 18% despite removing movies, TV, and music content from the platform. Kanopy use increased 17%. Overdrive use decreased 7% but patron wait times for high demand items decreased exponentially through Advantage purchases.
Comments (optional)	Due to budgetary restrictions, the Library would be discontinuing Hoopla access without this grant.

Project/Program/Activity	Library Emergency Planning & Preparedness
Rationale	
Area of Need	Emergency Planning & Preparedness
Action/Output/Deliverable	<p>The Library has increased its Emergency Preparedness through First Aid re-certification of all staff, and through purchasing of emergency supplies and materials. The Library has also purchased patio seating for patron use during extreme heat events.</p> <p>The Library increased its Emergency Preparedness through updated First Aid kits and re-certification for all staff, including purchasing 72-hour emergency supplies for 40 persons, and materials to protect against leak or sprinkler activation. In addition to updating the Library HVAC system to provide a designated cooling centre for the community, the Library purchased industrial quality patio seating for patron use during heat events.</p>
Outcome/Impact	The Library is better prepared to face future community emergencies and climate related events, which will also help community members needing or seeking assistance.
Metrics	The success can only be measured through increased patron use during extreme heat events, and our response during emergency situations which is hard to quantify. The patio seating has already been used by programs for safe seating and for our youth summer camp attendees.
Collaborative Links (if applicable)	The Capital Regional District (CRD) provided a certified trainer for staff First Aid training which we hosted at the Library with employees from our local Island Savings Credit Union.
Expenditure	\$7419.45, with \$3600 for patio seating, and \$3819 for Emergency preparedness.
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	In progress: \$6291.28 spent to date with \$1,128.17 remaining. The Library increased its Emergency Preparedness through updated First Aid kits and re-certification for all staff, purchasing 72-hour emergency supplies for 40 persons, and materials to protect against leak or sprinkler activation. The Library also provided masks and supplies to staff and patrons.
Comments (optional)	Without this grant we would not have been able to buy industrial quality patio seating.

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: _____

Date: _____

Board Chair Signature: _____

Date: _____

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: Karen J Hudson

Date: March 3/23

Board Chair Signature: Murse

Date: March 3/23

