

## 2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

### LIBRARY NAME

Trail & District Public Library

### CHECKLIST

For the PLGR to be considered complete, please ensure you have provided information for each of the following sections. Suggested word counts have been included for each question, but feel free to include more or less text as needed – text boxes will expand as you type. Click on a title in the list below to jump to that section of the document.

- [1. INTRODUCTION - LIBRARY AND COMMUNITY PROFILE](#)
- [2. MAJOR PROJECTS/PROGRAMS](#)
- [3. CHALLENGES](#)
- [4. COVID-19 RELIEF & RECOVERY – 2022 PROGRESS REPORT](#)
- [5. BOARD APPROVAL](#)

### INTRODUCTION - LIBRARY AND COMMUNITY PROFILE

Provide a brief description of the community and library, focusing on what has changed in the past year. If provincial funding is primarily used to support your library's core operations, please include a general describe where it is applied (staffing, utilities, collections, etc.).

The Trail and District Public Library (TDPL) is centrally situated in the City of Trail, in the West Kootenay region of British Columbia, by the Columbia River, between the Monashee and Selkirk Mountains. Conveniently located in the Riverfront Centre, Trail's downtown hub for culture, information, and learning The Trail Riverfront Centre is an integrated facility offering library, museum, and visitor centre services. TDLP provides services and information to residents of the City of Trail, the Village of Warfield, and beyond. Up the river from TDPL is Teck Trail Operations. Teck is the area's largest employer and one of the world's largest fully integrated zinc and lead smelting and refining complexes. The area's second-largest employer, Kootenay Boundary Regional Hospital, has remained in operation, despite struggling to recruit new doctors, specialists, and nurses.

TDPL constantly strives to meet the needs of its community despite the many challenges faced in 2022. Ensuring staff retention during a staffing shortage crisis, and coping with the many challenges of the opioid crisis, mental illness, and an under-resourced population.

Provincial funding accounts for less than 9% of the current budget. These funds are used primarily to support interlibrary loan (ILL) and incoming and outgoing interlibrary connect (ILC) services, including, postage, processing supplies, and staff time.

## 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>
Indigenous Arts and Culture workshops
<b>Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.</b>
<p>This project is focused on bringing our local cultures together through arts and crafts in an effort towards reconciliation. Our indigenous community members are underrepresented both in library delivery content and as library users. We have been able to contract local knowledge keepers to facilitate arts and crafts workshops, sharing knowledge in the traditional arts of beadwork, the creation of dream catchers, mittens, and drum making. Indigenous author book clubs and medicine wheel workshops were also added as new programs.</p> <p>Our library patrons have continued to request programs with indigenous-based content, but we are unable to fund these requests with our current budget from the province.</p>
<b>How does this project/program support the library’s strategic goals?</b>
<p>One of TDPL’s strategies is to "continually be responsive to the evolving needs of our greater community." In particular, to "acknowledge the recommendations of the Truth and Reconciliation of the National Library Federation" and enhance partnerships with our Indigenous and arts communities.</p>
<b>How does this project/program support the <a href="#">B.C.’s strategic goal(s) for public library service</a> from the strategic plan, which include:</b>
<ol style="list-style-type: none"> <li>1. Improving Access</li> <li>2. Building Capacity</li> <li>3. Advancing Citizen Engagement</li> <li>4. Enhancing Governance</li> </ol>
<p>This project supports BC’s Strategic goals for public library service. In particular, the first action under Strategy 3 “Advancing Citizen Engagement”, is “Bring the library community together to foster knowledge-sharing, collaboration and lasting reconciliation with Indigenous peoples.”</p>

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

This project provided the opportunity for all community members, irrespective of their native cultures, to come together to share and learn more about Indigenous art, craft, and culture. As mentioned previously, our library patrons have requested such opportunities.

The project was quantitatively evaluated as successful based on the number of participants, i.e., full workshops, and qualitatively by the connections and learnings shared. Long-term, we hope for a community shift in perspective that honours Indigenous culture and its people and, in turn, sees those people regularly coming to use the library's space and services.

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

Grant funding for this project was sponsored by Columbia Basin Trust, The City of Trail and the Village of Warfield.

[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)	TDPL has struggled for years with storage solutions, and COVID exacerbated the need with additional cleaning products, PPE, signage, etc. Additional storage was built using an alcove in the back of the Riverfront centre using COVID grant money.
Financial pressure (e.g., rising costs, reduced revenues)	As a public provider of free community services, we are continuously challenged by rising operational costs and financial restraints. To expand programs, embrace new innovations, and upgrade technology is costly; the need for service exceeds the resources we are able to provide. The TDPL relies heavily on



	<p>multiple grants due to a lack of provincial funding for the execution of continued innovative services and programs. Consortium purchasing with organizations such as the Kootenay Library Association enables the purchase of relevant and up-to-date databases that would otherwise be out of reach.</p>
<p>Staffing (e.g., recruitment and retention, mental health, and wellness)</p>	<p>TDPL recruited four new staff members in 2022: a circulation clerk (1 full-time, 2 part-time), a page (1), and a student (2).</p> <p>Implementing strategies for employee retention is an ongoing priority for TDPL during the labour shortage, and will be essential for cost effective management, and maintaining a healthy company identity and culture. In an effort to support staff mental health and wellbeing, a \$150 wellness bonus was awarded to each staff member who works a minimum of 21 hours per week.</p>
<p>Disappearing services in the community (e.g., government, banking, health)</p>	<p>Child care continues to be a problem in our community. Dramatic increases in operational costs and staffing shortages have only exacerbated the issue. Providing child care for library staff is not an option, however, as an employer, provisions are made to accommodate employees whose children are in daycare e.g.: working from home if daycare is not available.</p>
<p>Connectivity (e.g., low bandwidth, lack of home internet in the community)</p>	<p>The City of Trail provides the Riverfront Centre with a wireless "hotspot" that can be accessed from inside and around the outdoor perimeter of the building. Internet services are expensive, and costs are increasing with no immediate relief due to limited providers. TDPL relies on funding from the municipality to renew software like Useful for public computer access and make technology upgrade purchases for public computer terminals. These services would not be possible with current provincial funding levels.</p>
<p>Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)</p>	<p>In 2018, the TDPL moved into the newly built Riverfront Centre. The three organizations operating in the building rely on funding from the municipality. As a result, the majority of building expenses and repairs are covered by the City of Trail in their operations budget, including janitorial services and snow removal. TDPL has no plans for renovations, major upgrades, or expansions to the facility.</p>
<p>Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)</p>	<p>The Riverfront Centre is conveniently located in downtown Trail and just a few blocks from the main bus terminal. Building accessibility for patrons offers many options: street parking, designated parking for the disabled, wheel chair accessibility, washrooms on both the first and second floors, an elevator to access the second floor, a walking bridge from the multipurpose room to the adjacent park, bike racks, and Jubilee Park access from the building's doorstep, which provides outdoor space for events and programming. Ground checks in the park are performed before each program to ensure drug paraphernalia, sharps, and garbage are removed. With no overdose</p>

	prevention site in the downtown core, parks are regularly visited by drug users.
Vulnerable communities (e.g., people experiencing homelessness, addiction, mental health crisis)	Like many towns in the Kootenays, supply shortages plague the housing and rental markets. The lack of housing and a dramatic increase in house prices have negatively impacted the affordability of buying a home for many; rental housing is scarce. Many small towns in the Kootenays became more desirable during the pandemic for people from larger cities to move to. Working from home has become widely accepted by employers, making it doable to relocate and work remotely. As a result, we have seen an increase in people experiencing homelessness in our community: homeless camps, tent cities, and people sleeping in front of the Riverfront Centre and in neighbouring parks. The opioid crisis and poisoned drug supply have greatly impacted the TDPL in 2022, with a drastic increase in overdoses, building incidents, and theft.
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.

<b>Summary and Overview</b>
The COVID-19 Relief and Recovery Grant and the Emergency Planning and Preparedness Grant are still in progress, with one change to the original allocated budget. In the late fall of 2022, an unexpected replacement of our AWE (early literacy stations) was needed. In this day and age, literacy skills have grown to include media and technology skills for all ages, so replacement was a high priority. Funding for the replacement was supported by the COVID-19 Grant. See the table below for reallocated budget amounts.

	<b>Grant budget</b>	<b>Reallocated budget</b>
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<b>COVID-19 Relief &amp; Recovery Grant Amount</b>	\$28,829.96	\$29,736.86
<b>Emergency Planning &amp; Preparedness Grant Amount</b>	\$8,943.28	\$6,036.42
<b>Total Grant Amount</b>	\$35,773.28	\$35,773.28

**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>	Exterior alcove framing project
<b>Rationale</b>	Lack of storage
<b>Area of Need</b>	Storage
<b>Action/Output/Deliverable</b>	Hire a contractor to build a storage unit in the back alcove of the Riverfront Centre.
<b>Outcome/Impact</b>	Provide much needed storage for the Trail & District Public Library
<b>Metrics</b>	
<b>Collaborative Links (if applicable)</b>	
<b>Expenditure</b>	Use \$16,921.86 to hire contractors, rent equipment and purchase materials. Contractors: \$7,256.01 Equipment: \$1,496.00 Materials: \$8,169.85
<b>Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).</b>	This project is complete and came in under budget at \$12,772.85
<b>Comments (optional)</b>	TDPL has struggled for years with storage solutions for the library; COVID exasperated the need with additional cleaning products, PPE, signage, etc. This additional storage will provide space for the items listed above in addition to our book bike, chairs, tables, and various programming supplies.

<b>Project/Program/Activity</b>	Expand digital collection
<b>Rationale</b>	Provided increased need for our digital collection
<b>Area of Need</b>	COVID-19 Recovery
<b>Action/Output/Deliverable</b>	Purchase additional tiles for our digital collection over a 3-year period
<b>Outcome/Impact</b>	Our digital collections are accessible to patrons who are unable to visit the library in-person.
<b>Metrics</b>	Purchase \$3,302.70 per year, over a 3-year period, of additional digital materials for TDPLs Overdrive Advantage collection. TDPL hopes this will further increase digital circulation
<b>Collaborative Links (if applicable)</b>	<a href="#">Advantage – OverDrive Resource Center</a>
<b>Expenditure</b>	Over 3-year period / \$9908.01
<b>Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).</b>	The first-year purchase of \$3,302.07 was made January 2023.
<b>Comments (optional)</b>	

<b>Project/Program/Activity</b>	Work with local government, groups and stakeholders in: emergency planning, environmental workshops and projects.
<b>Rationale</b>	Demonstrate our commitment to community safety and environmental literacy
<b>Area of Need</b>	Emergency Planning & Preparedness
<b>Action/Output/Deliverable</b>	A series of community workshops, webinars, educational activities. Our library will also review and update its emergency plan.
<b>Outcome/Impact</b>	People in our community will be better prepared in times of emergency and have a better understanding of the impact we have on the environment and climate change.
<b>Metrics</b>	10-20 workshops, hosting 350-400 people.
<b>Collaborative Links (if applicable)</b>	
<b>Expenditure</b>	Workshops will run from September 2022 to Sept 2024. \$8,943.32 (now \$6,036.42) for materials, staff time, equipment, expertise (consultants), facilitators and program supplies. Staff time to create an emergency plan
<b>Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).</b>	This project is in progress. Allocated amounts for this project have been reallocated from \$8943.28 to \$6,036.42. To date, TDPL has plans to host various environmental workshops in partnership with Elk Root Conservation, the




	Eco Society, and Better Homes BC in the first quarter of 2023. TPLD has sent staff to training in emergency planning and preparedness in 2022. Emergency preparedness planning for TDPL will take place in March 2023 in collaboration with the Trail Museum and Achieves, and the City of Trail.
<b>Comments (optional)</b>	

<b>Project/Program/Activity</b>	Early Literacy Stations
<b>Rationale</b>	Supporting early literacy
<b>Area of Need</b>	COVID-19 Recovery
<b>Action/Output/Deliverable</b>	Purchase two new AWE learning stations
<b>Outcome/Impact</b>	AWE stations support an enthusiasm for early leaning, and school readiness
<b>Metrics</b>	
<b>Collaborative Links (if applicable)</b>	<a href="http://awelearning.com">AWE's Learning Workstations Also Available in Canada. (awelearning.com)</a>
<b>Expenditure</b>	Purchase two AWE early literacy stations totalling \$7,056.00.
<b>Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).</b>	This project was completed in 2022.
<b>Comments (optional)</b>	

## 5. BOARD APPROVAL

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

Library Director Signature: 

Date: 2/21/23

Board Chair Signature: **Jeff Jones**  
Digitally signed by Jeff Jones  
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Date: 21 February 2023