2022 PROVINCIAL PUBLIC LIBRARY GRANT REPORT (PLGR)

LIBRARY NAME

Valemount 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.).

Valemount is a small, mountain community located on Highway 5 near Mt. Robson, BC and close to the BC/AB border. The nearest major centre in BC is Prince George, 300 km away. Our main industries are logging and tourism (mountain biking and snowmobiling). Our population has temporarily increased in size with a pipeline camp and workers living in the community. The impact of the increase in population has been a severe shortage of available rental accommodations, homes for sale, staffing, and groceries. People have moved away in search of affordable housing and many businesses are experiencing staff shortages, reflecting in fewer services or open hours. There have been benefits from the addition of pipeline workers in our community for local businesses, and local organizations have received support in the form of donations and sponsorship of events.

The library returned to in-person programming during the summer and fall months and expanded library hours slightly with the easing of COVID-19 restrictions and recommendations.

We continued to collaborate with other organizations to deliver programming, leverage purchasing power, and share resources.

Provincial funding is used in our library budget for collection development, literacy initiatives and resource sharing. These funds also cover expenses for staffing, materials, shipping fees, and replacement of lost or damaged materials.

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

Summer reading program

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

This summer we resumed our in-person summer reading program for kids. The programmer had previous experience with developing and delivering children's' art programs. Response to the program was great and we ran two sessions a week to accommodate the number of participants. We partnered with the North Central Library Federation (NCLF) to present Mary Lambert, a touring children's performer. We also partnered with the Village of Valemount who provided use of their big tent to accommodate the crowd of attendees.

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

This project supports the library's strategic goals of engaging the members of the community and promoting literacy and the library's resources.

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 provincial strategic plan for improving access by partnering with the NCLF to bring quality children's entertainment, at no cost to participants, and by offering children's summer programming with no financial barriers. It also supports the B.C. strategic goal of increasing opportunities for people to access information and resources, to thrive as engaged individuals, and provided an opportunity for employment.

What are the key outcomes of this project/program?
The level of literacy was raised for the participants of the programs. There was a positive social impact for attendees of the programs. Employment/income opportunities were created for the presenters. People in the community had access to quality, educational, entertainment and activities. The library's resources were promoted.

Did provincial grants enable this project/program? If so, how?
Provincial grants covered the cost of wages and materials to promote, organize, and run the summer programs.

Project/Program Name
No more late fees!
Provide a brief description. Please include details such as any partnerships or resources leveraged to accomplish this project/program.

In the spring of 2022, we joined the many libraries who have eliminated late fees for items returned to the library after the due date. We wanted to ensure that late fees were not creating a barrier to access the libraries resources for those who may be most in need of the library. Any outstanding fines on patron accounts that had been incurred by a late return of items were forgiven. A portion of the lost revenue from late fees was covered by provincial funds.

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

This project supports our library's strategic goals by promoting library services (an article was submitted to the local paper about the removal of late fees and provided information on new collections and resources available at the library). This project also supports our goal of improving service to patrons by updating our policy on late fees.

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

This project supports the advancing citizen engagement goal of BC's strategic goal by increasing opportunities for access to information and resources by removing financial barriers that may prevent access to the library's resources.

What are the key outcomes of this project/program?

Financial barriers were removed for patrons who are low-income.

Better relationships were fostered between staff and patrons by removing late fees as an issue when checking out materials.

A more open and welcoming library was available to the community.

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

Provincial grants helped cover some of the lost income from the elimination of late fees during 2022.

Project/Program Name

Indigenous material distribution

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

The library purchased seventy-eight copies of books to promote awareness of Indigenous People's experiences in Canada. The books were distributed to community members of all ages who visited the library in September, in conjunction with the National Day for Truth and Reconciliation. Funding for this project was provided by a Courthouse Libraries BC Lawmatters grant. Smithers Public Library shared their researched list of books for the giveaway, after we heard about their project during an ABCPLD meeting.

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

This project supports our library's strategic goals by improving service to patrons with new opportunities for improving knowledge and accessing materials. It also allowed an opportunity for the library to reach out to new patrons and raise awareness of 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:
9. Improving Access
10. Building Capacity
11. Advancing Citizen Engagement
12. Enhancing Governance
This project supported the BC strategic goal of advancing citizen engagement through access to information that will increase their knowledge of the history and experiences of Indigenous Peoples and promote reconciliation.

What are the key outcomes of this project/program?
Improved awareness and understanding of Indigenous Peoples. Barrier-free access to materials. Promotion of library resources and commitment to reconciliation. Shared resources and funds to provide this service. Outreach to all ages of community members.

Did provincial grants enable this project/program? If so, how?
Provincial grants provided the infrastructure for staffing, collaboration, and distribution of the materials through our library.

[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)	During the hiring process for our summer program, we specified that it was a requirement to be vaccinated to apply for the position. That requirement eliminated at least two potential applicants. We did end up with an applicant that was very qualified and vaccinated
Emergency response (e.g., fires, floods, extreme weather)	None of these were challenges during 2022 for our community so no funding was used, however we did set aside COVID-19 Relief funds for use during future emergencies.
Financial pressure (e.g., rising costs, reduced revenues)	Inflation has affected everyone in the community and the library continued to offer access to resources and programs at no cost to patrons.
Staffing (e.g., recruitment and retention, mental health, and wellness)	Staffing was a bit of a challenge for us during the year as we have been operating with ¾ our usual staff levels since COVID-19 began. It was a bit of an issue during the month of July when one staff member was on holidays, and another was on medical leave. We muddled through but it raised the point that we really do need to hire at least one more person to cover shifts when needed.
Disappearing services in the community (e.g., government, banking, health)	The grocery store stock shortages have been a huge issue for our community. We have one grocery store serving at least double the amount of people that they normally serve. Local stores and restaurants closed or operated on limited hours. Our local health clinic has been impacted by the increase in population as well, along with all the COVID-19 related challenges. The library has only been able to address these issues with resources regarding low-cost meals and with access to medical resources.
Connectivity (e.g., low bandwidth, lack of home internet in the community)	Lack of affordable high-speed internet in our community is still an issue; the library offers high speed internet with our computer stations and with Wi-Fi access. Most days there are vehicle parked outside, patrons and/or visitors who are accessing the library's Internet service. Funding for our Internet service comes out of our general operating budget which is primarily funded by the Regional District of Fraser-Fort George.

Aging/damaged facilities (e.g., need for repairs, renovations, upgrades/expansions)	We need upgrades to our HVAC system, and the roof, on our building. These projects are scheduled to be addressed in 2023 in collaboration with the Village of Valemount, who are the owners of the building. We are also looking to upgrade our circulation area. Funding for these projects has been provided with Provincial COVID-19 Relief funding and with Columbia Basin Trust Sustainability funding.
Community access to the library (e.g., geographic isolation, lack of local public transit, building accessibility)	The library is not located centrally in our Village, but tourists and new residents seem to find us. We have installed a Free Little Library next to the grocery and liquor store to enable access to books for those who may not have a library card. We offer home delivery for people who can't come to the library. We have installed automatic doors at the back entrance and a lift to access the lower level to make the library as accessible as possible. We received federal funding (a few years ago) through an Enabling Accessibility grant for the lift and doors.
Vulnerable communities (e.g., people experiencing homelessness, addiction, mental health crisis)	Library staff took online training to gain skills when interacting with people experiencing homelessness, addiction, and/or mental health issues. The North Central Library Federation provided access to the training. The library provided a space to cool off in the heat of the summer and to warm up during the frigid winter months.
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

Our COVID-19 Relief and Recovery projects included:

- Emergency Reserve Fund
- Fine-free income support
- New HVAC system
- New circulation desk

The two smaller projects (reserve fund and fine-free support) were implemented in 2022. The larger projects (HVAC and circ desk) are works in progress. The Village of Valemount is the owner of the library building so we are collaborating with them to find contractors and put out requests for proposals for the HVAC system. We are still in the planning stages for the circulation desk as there are a few options we are still deciding on for location and positioning in relation to the existing office and floor space.

	Grant budget	Reallocated budget
COVID-19 Relief & Recovery Grant Amount	$21,616.50	$25,822.00
Emergency Planning & Preparedness Grant Amount	$7,205.50	$3,000.00
Total Grant Amount	$28,822.00	$28,822.00

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	Emergency reserve
Rationale	To set aside funds for use during emergency situations to help cover costs for extra staffing, heating, or cooling.
Area of Need	Emergency preparedness
Action/Output/Deliverable	To enable the library to offer shelter to the community if needed in emergency situations
Outcome/Impact	Community members have a place to stay warm/cool down or shelter when needed.
Metrics	A reserve fund for emergencies created
Collaborative Links (if applicable)	
Expenditure	$3,000

Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	These funds are set aside in reserve for future use as needed.
Comments (optional)	
Project/Program/Activity	**Fine-free income support**
Rationale	To help offset loss of income due to removing late fees
Area of Need	Income
Action/Output/Deliverable	To offer fine-free borrowing to our patrons
Outcome/Impact	This funding assistance helped reduce the impact on our budget due to loss of income from late fees
Metrics	Late fees eliminated for 2022 and beyond
Collaborative Links (if applicable)	
Expenditure	$822
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	These funds were allocated in 2022 to help offset lack of income from late fees.
Comments (optional)	
Project/Program/Activity	**New circulation desk**
Rationale	To create a more flexible, safe, and user-friendly circulation desk area
Area of Need	Staff and patron interaction
Action/Output/Deliverable	To purchase and install a new circulation desk
Outcome/Impact	A better utilized circulation area for staff/patron interaction
Metrics	To install a new circulation desk in 2023
Collaborative Links (if applicable)	
Expenditure	$5,000
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	This project is still in the planning stage as we explore the options of location, purchase vs. build, and best design for our needs.
Comments (optional)	

Project/Program/Activity	New HVAC system
Rationale	Our system is over 30 years old, and COVID-19 raised our awareness of the importance of good air ventilation. Our goal is for a reliable supply of fresh, heated, and cooled air for staff and patrons in the library.
Area of Need	Library infrastructure
Action/Output/Deliverable	Purchase and install new HVAC system
Outcome/Impact	Better air quality for health and comfort
Metrics	New HVAC system installed in 2023
Collaborative Links (if applicable)	Village of Valemount Public Works and staff for input and to coordinate the contract for purchase and installation of the HVAC system.
Expenditure	$20,000
Detailed status update since the interim report (e.g., complete, in progress, pending, deferred, etc.).	In progress. We are working on collaboration with the Village of Valemount (owners of the building) to organize the Requests for Proposals and then will move forward with those results.
Comments (optional)	

5. BOARD APPROVAL

Electronic signatures are acceptable where physical signatures are not feasible.

Library Director Signature: *Wendy Cinnamon*   Date: Feb 27, 2023

Board Chair Signature: *Daryl Polych*   Date: Feb 27, 2023