

Minutes of the Powell River Public Library Board meeting held remotely 3:01 pm.

Trustees Present:

R. Wiebe, Chair
C. Brander
Smith, Vice Chair
S. Smith
P. Treavor

Trustees Absent:

C. W. Cocksedge
A. Hunter
L. Rosen
R. Southcott

Also Present:

R. Burbank, Chief Librarian
N. Porter, Assistant Chief Librarian

- 1. Adoption of Agenda:** Moved and seconded that the agenda for the August 10th, 2020 meeting be adopted.

CARRIED

- 2. Consent Agenda** Moved and seconded that the Board adopt the consent agenda.

CARRIED

- a) Board Meeting Minutes June 8th, 2020**
- b) Special Meeting of the Board, Minutes July 14th, 2020**
- c) Financial Reports ending July 2020**
- d) Performance Measures June and July 2020**
- e) Events and Programs June and July 2020**

- 3. Correspondence -NONE**

- 4. Reports**

- a) Chief Librarian's Report – R. Burbank**

The chief librarian reported on the library's launch of phase three- limited public browsing which began on July 15. The reception has been overwhelmingly positive. In-person visits stood at 23.6 percent of July 2019. Patrons are pleased to have access to the collection again. The transition to a public holds shelf and greater use of the self-checkout has represented a significant amount of work for staff to educate the public. It is anticipated

that this will make our transition to the busier season smoother.

Finance updates included unbudgeted spending on hardware, software, tools and supplies related to COVID-19. July 31, this spending stood at \$7,306.

5. New Business

- a) Policy review – Public Computers

Moved and seconded that Public Computers policy be updated as presented.

CARRIED

Policy amended to explicitly include reference to the library's provision of public internet access. Policy will clarify the public responsibility while using the internet and public computers. This resource must be used wisely and safely. Further, the library is not responsible for the loss of data or damage to personal hardware. Library users are required to follow federal and provincial law as well as the Library's policies when they are using both the public internet and the public computers. Patrons may only use their personal library card and not the cards of other patrons when accessing the public computers.

Moved and seconded that Public Computer use by Children policy be updated as presented.

CARRIED

Policy amended to explicitly include reference to the library's provision of public internet access, parents AND guardians, and to remove the requirement to display safe use (specific to children) materials by all public computers.

6. Old Business

- a) Restoration of library services

Moved and seconded to approve the plan as presented by the Chief Librarian and to authorize the restoration of services to move into phase four at the discretion of the Chief Librarian.

CARRIED

The library has plans in place to pilot the offering of limited outdoor programs as soon as the end of August. Storytime will be by registration only and will follow all available and relevant health and safety guidelines from WorkSafeBC, BC Centre for Disease Control and Vancouver Coastal Health.

Phase One – Materials Delivery and holds pick up started May 19

Phase Two – Access to public computers to started mid-June

Phase Three – Limited access to public space for browsing the collection started July 15

Phase Four – Programs in person anticipated start date for limited outdoor programming –

August 19

b) Texada Library funding

Moved and seconded to direct staff to return \$348, equivalent to the qathet Regional District portion of the 2020 Texada Library lease payment, to the Texada Library upon receiving written direction from the qathet Regional District.

CARRIED

Presented by the Chief Librarian. As per the Cost Sharing Agreement between the qathet Regional District and the City of Powell River, additional library services for residents of either the qRD or the City may be funded in addition to the annual shared budget approved by the City and qRD. Following the Cost Sharing Agreement, the qRD portion of the 2020 lease payment (\$348) may be spent on specialized library services for the residents of Area D in the qathet Regional District. Funding for these specialized services on Texada shall be provided by the qathet Regional District. Returning these funds to the Texada Library would need to follow a request from the qRD to do so.

c) Library Board meeting structure during State of Emergency made March 18, 2020

Discussion around the possibility of restoring an in person component of Library Board meetings. This is dependent on space and technology.

7. Questions from the Public – NONE

Meeting Adjourned

3:44 pm

Date of Next Regular Meeting: Monday, Sept 14th, 2020 at 3:00 pm.

Prepared by: Rebecca Burbank, Chief Librarian