



Prince Rupert Public Library Board Meeting MINUTES

Wednesday, September 24, 2025

101 6th Ave. West, Prince Rupert, BC V8J 1Y9

Wap Liitsx - House of Reading

Chair: B. Turner (zoom)

Members: R. Braun, Vice Chair
R. Butler
G. De Lucca (zoom)
K. Lyon
N. Purewal
D. Smith

Regrets:
N. Adey, City Council

Staff:
M. Taylor, Library Director, Secretary of the Board

1. CALL TO ORDER / INTRODUCTIONS

1.1. *The Prince Rupert Library Board acknowledges the traditional and unceded territory of the Ts'msyen and Sm'algyax Speaking Peoples on which this meeting takes place.*

1.2 Call to Order at 7:03 pm

2. CONSENT AGENDA (ADDITIONS/DELETIONS)

2.1 Adoption of Meeting Minutes

That the Prince Rupert Library Board resolves to adopt the June 18, 2025 Prince Rupert Library Board Meeting minutes as presented.

Smith/Butler
Carried

2.2 Adoption of Financial Report

That the Prince Rupert Library Board resolves to adopt the August 2025 Financial Report as presented.

Smith/Butler
Carried

2.3 Adoption of Circulation Report

That the Prince Rupert Library Board resolves to adopt the August 2025 Circulation report as presented.

Smith/Butler
Carried

3. **BOARD CHAIR UPDATE**

3.1 B. Turner provided an update on the status of the contract for the new Library Director, M. Taylor. He is still waiting on guidance from the City.

4. **LIBRARY DIRECTOR UPDATE**

4.1 M. Taylor updated the board on Truth & Reconciliation initiatives, which include hiring the first Indigenous Storyteller in Residence (Jeremy Pahl) and the translation of library signage into Sm'algyax.

4.2 Budget proposal for 2026 was discussed and accepted.

Smith/Purewal
Carried

4.3 A large donation has been made to the Friends of the Library.

Discussion on how it will be spent as the intention of the donor was to improve children and teen collections and services.

- 4.4 Meeting schedule going forward. M. Taylor will make up a tentative schedule for board meeting dates in 2026. Meetings will take place every 6 weeks, with sub-committee meetings interspersed. The next AGM will take place in October 2026.
- 4.5 M. Taylor provided a summary of her trip to West Vancouver Memorial Library last week. This secondment was arranged by the NWLF and WVML as a way to mentor new directors. M. Taylor found the visit very valuable and informative, and made many meaningful connections.

5. SUB-COMMITTEE UPDATES

5.1 Governance Committee – Strategic Planning

N. Purewal provided update on consultant interviews, which were conducted by M. Taylor over the summer. Motion put forward that the board hire Maynard Angus to guide the strategic planning process. N. Purewal abstained from vote due to personal connection. M. Taylor will take next steps of connecting with Angus to set up a time frame.

Smith/Braun
Carried

5.2 Governance Committee – Policy

Motion to adopt the BCLTA succession plan.
This content will be adapted to fit the PRL's policy format.
M. Taylor will provide this document at the October

meeting.

Braun/Smith
Carried

5.3 New Facility Committee

R. Braun provided an update on the committee's meeting in June. Looking into fundraising downstream and how to partner with the Friends of the Library on this. Going forward this committee will work on a needs assessment, and have recommendations for the board by the end of October.

M. Taylor has set up a meeting with CAO R. Pucci to discuss the facility's future and what the City of PR has planned.

6. **ADDITIONAL ITEMS**

6.1 R. Braun provided an update on the Microsoft Sharepoint account and its renewal. The business license has expired and we are now operating on a Basic license. There are still no fees for this service.

6.2 The board is in need of a new trustee. M. Taylor will follow up with city staff on advertising for applicants for the role. Discussion followed on how to best engage potential trustee candidates, the application process, how to make it more accessible, and what role the board plays in interviewing and recommending candidates. Policy Committee will research this.

7. **NEXT MEETING DATE**

7.1 The Prince Rupert Library Board will meet on Wednesday, October 15, 2025.

8. ADJOURNMENT

- 8.1 That the Prince Rupert Library Board adjourns their meeting held on September 24, 2025 the time being 8:35 pm.