



Prince Rupert Public Library Board Meeting Minutes

Wednesday, February 19, 2025

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

Wap Liitsx - House of Reading

Chair: B. Turner

Members: N. Adey, City Council
R. Braun, Vice Chair
R. Butler
C. de Ryk (Zoom)
K. Lyon (Zoom)

Regrets: J. Amante
N. Purewal

Staff: M. Taylor, Acting Chief Librarian, Secretary of the Board
K. Arendt, Deputy Librarian

1. CALL TO ORDER / INTRODUCTIONS

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

1.2 Call to Order at 7:03 p.m.

2. CONSENT AGENDA (ADDITIONS/DELETIONS)

2.1 Adoption of Meeting Minutes

That the Prince Rupert Library Board resolves to adopt the January 15, 2025 Prince Rupert Library Board Meeting minutes as presented.

Butler/Braun
Carried

2.2 Adoption of Financial Report

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

Butler/Braun
Carried

2.3 Adoption of Circulation Report

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

Butler/Braun
Carried

3. Truth & Reconciliation Goals

- 3.1 M. Taylor gave a summary of the library's outreach table at the All Native Basketball Tournament the previous week. The initiative was a big success, with many connections made and information shared about library services. Discussion also touched on what could be improved next year. Of specific importance is the continued effort to enhance library services to surrounding villages, and to hear feedback from Indigenous community members on how library services and programs can better suit varying needs.

4. Strategic Plan Goal Highlight

- 4.1 Going forward board meetings will use this portion of the agenda to touch on one selected aspect of the strategic plan and how the library is meeting these goals.

5. Policy Sub-Committee Update

- 5.1 The policy sub-committee has selected its first 6 policies to address. Members will work with M. Taylor and staff

to review and update policies before board approval. M. Taylor, R. Butler, and K. Arendt are working on the first policy currently.

6. New Facility Committee

- 6.1 R. Braun provided an update on the meeting between City Manager Buchan, Mayor Pond, and Facility Committee members B. Turner, R. Braun, K. Arendt, and M. Taylor on January 27th. From this meeting it was established that:
- The Library board is free to conduct their own assessment of the building if they so choose. There is no urgent need to vacate the building for safety reasons, which is confirmed during annual building assessments conducted by the City.
 - Given the information from the VIRL assessment of the Library's building in 2024, it was suggested that the information currently held within it will suffice for facility committee purposes.
 - It was stated that the expected date for a proposal from VIRL is now June 2025. Other options for replacing or renovating the Library's building are not being explored by the City at this time.

7. Additional Items

- 7.1 Purging inactive patron accounts. Discussion on when this should be done and who should qualify. Will need to be addressed further with policy committee. Statistics on patrons residing outside Prince Rupert provided insight and ideas around outreach and increased engagement.
- 7.2 Activities and Program update: Seed exchange March 8th, Freedom to Read Week Feb. 23- Mar. 1, Children's Festival

March 1, Northern View article on library display recognizing Black History Month.

- 7.3 PLGR due March 1. Nearing completion, board chair to review and sign.
- 7.4 Friends of the Library. Update on their status, plans for a renewal in community engagement.
- 7.5 Update on new board member recruitment. Position yet to be filled, applications are in review.

8. In-Camera session (Board only)

- 8.1 Motion put forward citing policy **1.3.7 b) *personal information of an individual, including an employee of the library, and c) the Chief Librarian's performance and pay review.***

Turner/Braun

Carried

9. Next Meeting Date

- 9.1 The Prince Rupert Library Board will meet on Wednesday, March 19, 2025. *Tentative. TBD dependant on attendance availability.*

10. ADJOURNMENT

10.1 Adjournment

That the Prince Rupert Library Board adjourns their meeting held on February 19, 2025 the time being 8:20 p.m.