

Present Lyndsay de Jonge, Chair James Miller, City Council Representative
Derek McKeever, Vice-chair Debra Mikaelson
David Folstad, past Chair Wes Nickel
Sheila Hamilton Sarah Sloan
Teri McKnight

Staff: Heather Buzzell, Chief Librarian & Secretary to the Library Board
Stephanie James, Public Services Librarian & Recording Secretary
Julia Cox, Youth Services Librarian
Michelle Echlin, Digital Services Technician

Guests: Kelsey Johnson, Manager of Recreation, arts, and culture – City of Penticton

Call to order: 7:00 pm

CONFLICT OF INTEREST

None.

TERRITORIAL ACKNOWLEDGEMENT

We would like to acknowledge that the land on which we gather is the ancestral, traditional, and unceded territory of the Syilx People of the Okanagan Nation.

ESTABLISH QUORUM (4 voting members)

ITEMS FOR ADOPTION

1. Adoption of Agenda

McKeever /
Nickel
PPL2023-040

It was MOVED and SECONDED

THAT the Library Board approve the agenda for the 23 August 2023 regular meeting as presented.
Carried

2. Consent Agenda

- 2.1. Minutes of 28 June 2023 regular meeting
- 2.2. Financial Statements to July 31 – unadjusted
- 2.3. Committee Meeting Minutes:
 - 2.3.1. Finance & Planning Committee

Mikaelson /
Sloan
PPL2023-041

It was MOVED and SECONDED

THAT the Library Board approve the consent agenda for the 23 August 2023 as presented.

Carried

ITEMS FOR INFORMATION

- 3 Staff Reports

Buzzell

3.1. Chief Librarian's Report

Key points:

- Working through privacy regulations and their impact. Upcoming training on Privacy impact assessments. Will discuss privacy policy with Policy committee in September.
- Public Services Librarian working on Accessibility plan and feedback form. Partially complete and on the Library's website. Anticipate plan at September board meeting.
- Anticipating draft in September of Emergency Response Planning.
- New phone system at the end of August, should not change any of our phone numbers.
- Summer programming nearly complete for year. Youth Services team will attend the September board meeting.

The Library Board received this report.

Buzzell

3.2. Statistics to Q2

Key points

- Showing a decrease in physical use, likely due to our previous people counter over counting as it reached end of life. Anecdotally, and by other measures used, we are near to 2022 numbers.
- New registrations are up well above 2021 and 2022 amounts. Proving perhaps that Libraries are well used during times of economic strain.
- Database use is down in 2023 so far. We recognize this is an area that we need to work to promote.
- Connectivity (either via the public access computers or Wi-Fi use) is up well above 2021 and consistently (other than May and June) above 2022. We are noticing more regular users coming in, both set up laptops and use the Wi-Fi or PACs.
- Library staff have been answering more reference questions of all kinds from the patrons.
- Circulation is up well above 2022 and 2021 overall. Unsurprisingly, Hoopla (the pay-per-circ database without hold waits) is driving this up. This has budget implications for both 2023 and 2024. In general, digital circulation is about 33% of our total circulation and physical item circulation of all types is down by 6% compared to the end of July in 2022.
- The statistics for digital magazines are down quite a bit – which indicates a system error rather than lack of circulation. Under investigation.
- Program attendance is on par with previous years.

The Library Board received this report.

Echlin

3.3. Creative Solutions Project

Michelle Echlin, Digital Services Technician, presented on the Creative Solutions Project.

Key points:

- Project designed to empower patrons to explore their creativity by collaborating with others and using emerging technologies to solve everyday problems.
- Demonstrated accessibility items printed using Library's 3D printer, designed by Makers Make Change.
- Will be providing access to new equipment such as: 3D printers, sublimation printers, vinyl cutters, VHS to digital conversion devices.
- Designing courses to teach these technologies accessible both in person and online.

The Library Board received this report.

ITEMS FOR DECISION

4 Budget 2024

Buzzell presented the 2024 budget as approved by the Finance Committee.

Hamilton /
Sloan
PPL2023-042

It was MOVED and SECONDED

THAT the Library Board approve the attached 2024 budget, with 6.14% increase or \$78,864, as presented to submit to City Council for review and approval or amendment.

Carried
Miller abstained.

ITEMS FOR DISCUSSION

OTHER BUSINESS

5 Adjournment

Nickel
PPL2023-43

It was MOVED

THAT the 23 August 2023 regular meeting of the Library Board be adjourned at 7:55 pm.

Certified Correct:

HLB

Heather Buzzell, Chief Librarian & Secretary to the Library Board

Lyndsay de Jonge, Chair of the Library Board