Greater Victoria Public Library Board
Regular Meeting
April 28, 2020
12:00p.m. – 1:00p.m.

Electronic Meeting
Teams Meeting Online
1. Call to Order

2. Chair’s Remarks

3. Consent Agenda
   3.1 Approval of Agenda
   3.2 Approval of Minutes – February 25, 2020 – Attachment 3.2

Motion to Approve

4. Officers Reports
   4.1 Chair Report
   4.2 CEO Report

5. Business Arising from Previous Meeting

6. Committee Reports
   6.1 Finance Committee Meeting April 23, 2020 oral report

For Information

7. New Business
   7.1 Provincial Grant Report 2019 – Attachment 7.1
   7.2 Annual Provincial Library Funding 2020 – Attachment 7.2
   7.3 Provincial One-time Digital Initiatives Grant 2020 – Attachment 7.3

For Information

8. Board Liaison Updates
   8.1 Friends of the Library
   8.2 BCLTA
   8.3 IslandLink Federation

9. In-Camera Meeting

10. Next Meeting Date
    May 26, 2020 12:00pm – 1:00pm

11. Adjournment
The GVPL Board recognizes and acknowledges the traditional territory of the Esquimalt and Songhees Nations on which the Central Branch is located and Board Meetings take place.

A meeting of the Greater Victoria Public Library Board was held on the above date at the above location. The following individuals were in attendance:

**Board Members:**
- Trustee A. Appleton
- Trustee D. Begoray
- Trustee T. Chung
- Trustee J. Davis
- Trustee E. Glover (12:02pm)
- Trustee K. Harper
- Trustee A. Holthuis
- Trustee S. Laidlaw
- Trustee G. Lemon
- Trustee J. Loveday (12:16pm)
- Trustee A. MacKinnon
- Trustee K. Roessingh
- Trustee M. Sahlstrom
- Trustee B. Thompson
- Trustee J. Vermeulen

**Staff:**
- M. Sawa, CEO/Secretary
- P. McKinnon, Director Finance and Facilities
- D. Main, Director People and Culture
- D. Wood, Director Library Services, Planning and Engagement
- E. Gillette, Assistant Director, Library Services, Branch Design Operation
- K. Marshall, Recording Secretary
- F. Ferriera CUPE 410 President

**Regrets:**
- Trustee M. Boyd
- Trustee D. Kobayashi
- Trustee K. Santini
- Trustee D. Seaton

1. **CALL TO ORDER BY THE SECRETARY**

   Trustee Begoray called the meeting to order at 11:59am.
2. INDIGENOUS ACKNOWLEDGEMENT

Trustee Begoray provided the Indigenous acknowledgement.

3. CHAIR’S REMARKS

Welcome to new board trustees, Bob Thompson, Central Saanich Councillor and Annemieke Holthuis, Citizen Representative from Saanich.

Welcome to Fatima Ferreira CUPE 410 President.

4. APPROVAL OF CONSENT AGENDA

Moved by Trustee Roessingh, Seconded by Trustee Thompson

THAT the February 25, 2020 agenda be approved

MOTION CARRIED

5. OFFICERS REPORTS

5.1 Chair Report

Trustee Begoray provided the chair report.

Trustee Begoray and Trustee Holthuis attended the Black History Month concert at the Belfry.

Trustee Begoray thanked trustees Kobayashi and Appleton for their interest in chairing the planning and policy committee and confirmed trustee Kobayashi, Chair and Trustee Appleton, Vice-Chair of the committee.

The 2020 budget was presented to Oak Bay council on February 20, 2020.

GVPL received $20,000 from the Times Colonist Literacy Society in support of the Books for Babies program.

5.2 CEO Report

M. Sawa, CEO provided the CEO report.

Freedom to Read Week is taking place February 23-29, 2020. Freedom to Read Week highlights the importance for individuals to have the freedom to read what they wish and provides an opportunity to promote the key role public libraries play in assuring freedom to read.

Dates for the 2020 Budget presentations to Esquimalt, Metchosin, Colwood and Saanich councils have been confirmed.

The Saanich Centennial branch will re-open in March. Trustee Harper toured the restored branch and shared her positive impressions. The re-opening date will be confirmed and announced on March 6, 2020.
6. BUSINESS ARISING FROM PREVIOUS MEETING
   6.1 Board Committee Meeting Dates 2020

   Dates for committee meetings have been set. All trustees are welcome to attend committee
   meetings.

7. COMMITTEE REPORTS
   7.1 Planning and Policy Committee Meeting February 18, 2020

   Trustee Appleton provided the planning and policy committee meeting report and thanked outgoing
   Chair, Trustee Davis for her service and work.

   The planning and policy committee received an update on the facilities master plan. A presentation by
   consultants from Urban Arts will be scheduled for trustees in March or April. Trustees will be polled for
   the most convenient date and details will follow. Trustees also discussed strategic planning 2020 and
   reviewed a planning roadmap.

   The committee will be working on updating the GVPL meeting room policy.

   7.2 Planning and Policy Committee Strategic Plan Working Group

   Moved by Trustee Davis, Seconded by Trustee Appleton

   THAT the board of trustees strike a working group of the planning and policy committee, comprised of
   six to eight trustees from the board of trustees.

   MOTION CARRIED

8. NEW BUSINESS
   8.1 Staff Development Day 2020

   The board previously approved a June 17, 2020 system closure. Due to other system priorities it is
   recommended that Staff Development Day 2020 occur on September 30, 2020.

   Moved by Trustee Thompson, Seconded by Trustee Lemon

   To amend the motion previously adopted to now read:

   THAT GVPL be closed system-wide for Staff Development Day on September 30, 2020

   MOTION CARRIED

   8.2 Strategic Planning Process Presentation

   D. Wood, Director of Library Services, Planning and Engagement presented the strategic
   planning process timeline, roles and responsibilities, outcomes and a list of recommended
   activities.
The BCLTA Convictions 2018 identified that libraries should be agile, proactive, responsive and adaptable. The 2021 strategic plan should align with these convictions.

The outcome of the strategic plan should answer the question: What is the impact we want to see in our communities?

The 2021 strategic plan should use the GVPL mission, vision and values as the foundation, identifying strategic priorities and goals which meet the strategic priorities.

Process Timeline:
February 2020 – board leadership (designating a working group)
March, April, May 2020 – community engagement
April, May, September 2020 – staff engagement
Early October 2020 – board retreat
End of October 2020 – draft strategic plan to planning and policy committee
November 2020 – board approval of strategic plan
December 2020 – strategic plan launch – internally
January 2021 – strategic plan launch – to the community (to coincide with Family Literacy Week)

9. BOARD LIAISON UPDATES
9.1 British Columbia Library Trustee Association (BCLTA) Update

Trustee Glover provided the BCLTA update. The BCLTA forum and AGM is scheduled for April 18, 2020. Meeting room booking policies will be discussed. Experts in this area and libraries who have experience with creating and revising meeting room policy will be presenting.

9.2 Friends of the Library Update

Friends of the Library held a Booksale on February 22-23, 2020. Peninsula 1000 x 5 expressed gratitude for the opportunity to purchase books for their babies’ and children’s programs.

The Friends of the Library’s 2020 goal is to bring the total donations to GVPL since the inauguration of the Friends to $1 million dollars.

10. NEXT MEETING DATE

March 24, 2020 at 12:00pm – 1:00pm

11. ADJOURNMENT

Moved by Trustee Thompson, Seconded by Trustee Laidlaw

THAT the February 25, 2020 Regular Board Meeting adjourn

MOTION CARRIED

Meeting adjourned at 12:56pm
Greater Victoria Public Library

Provincial Library Grant Report 2019

Introduction

In 2019, provincial funding strengthened and supported the Greater Victoria Public Library (GVPL) by increasing the Library’s ability to be more responsive to our community, enhance the services people count on and extend access to our programs and resources.

More than 346,000 residents live in the 10 municipalities and five Indigenous communities that make up GVPL’s service area.

Our service area includes:

• Central Saanich
• Colwood
• Esquimalt
• Highlands
• Langford
• Metchosin
• Oak Bay
• Saanich
• Victoria
• View Royal
• Beecher Bay Band land
• Esquimalt Band land
• Songhees Band land
• Tsartlip Band (South Saanich Indian Reserve)
• Tsawout Band (East Saanich Indian Reserve)

In 2019, the Greater Victoria Public Library completed the fourth year of its Strategic Plan 2016-2020, achieving many goals and new partnership opportunities. GVPL won the John Cotton Dana Award, provided in conjunction with the H.W. Wilson Foundation, the American Library Association and EBSCO, for the outstanding library public relations campaign “Change Your Mind.” Staff delivered multiple presentations at library conferences throughout the year. Notably, GVPL’s innovative Community-Inspired Library model received national and international acclaim. Expanded community partnership collaborations have assured that GVPL remains a community hub for newcomers, writers and creative people.

“We love the GVPL! Last year we made a goal to visit every branch, and succeeded :)

From 2019 Twitter
Community-Inspired Library Service
GREATER VICTORIA PUBLIC LIBRARY’S STRATEGIC PLAN
2016 TO 2020

Key Priorities

CREATE
great library spaces to meet unique user needs— in person and through our multiple e-service channels.

ENGAGE
passionate library members, funders and partners to expand the library’s reach and impact.

INSPIRE
discovery through programs, collections and services that enhance literacy and lifelong learning.

LEAD
with support for innovative ideas, service models and governance.

Goals

1. DEVELOP local, community-inspired branch plans to increase the accessibility and impact of library services in Greater Victoria.

2. CULTIVATE the development of 21st century skills to bridge the digital divide in Greater Victoria.

3. OFFER new tools and learning opportunities that support the creativity and self-expression of individuals in our community.

4. CONTINUE investing in programs, services and collections for early learning and family literacy.

5. INVEST in new ways to extend the reach of the library beyond existing facilities and traditional venues.

6. INCREASE use and awareness of existing learning opportunities, leisure opportunities and resources the library has to offer.

7. CELEBRATE the unique local talents of the community by providing space, resources and opportunities to build connections.

8. CULTIVATE new supporters and engage existing donors, funders and members who expand the capacity of the library to meet community needs.

9. CREATE opportunities for staff to flourish in their roles through mentorship, leadership development and team building activities.

GREATER VICTORIA PUBLIC LIBRARY

CONNECT WITH US! greater victoria public library @gvpl inspirethefuture@gvpl.ca 250-940-GVPL (4875)
PROVINCIAL STRATEGIC PRIORITY 1 - IMPROVING ACCESS

ALIGNMENT WITH GVPL KEY PRIORITY:
Inspire discovery through programs, collections and services that enhance literacy and lifelong learning

Throughout the year in 2019, GVPL inspired discovery through improved access to programs, services and collections by being out in the community and raising awareness to the resources and assets our library has to offer.

GVPL staff were networking, developing partnerships and offering pop-up libraries at events where communities gathered while drawing the community to the Library’s physical and virtual branches by increasing awareness and offering compelling events. GVPL staff collaborated with community experts, offered information displays and improved discoverability of our collections. We also reviewed our subject headings and categories to enhance access to our resources.

GVPL Pop-up Libraries appeared at 31 community markets, music and story festivals, block parties and tea parties from Metchosin to the Peninsula. We connected with more than 5,700 enthusiastic library supporters at these events. Day or night, GVPL was in the community storytelling, interacting, checking out materials and updating accounts, the latter made possible with traveling kits that include an iPad, bar code scanner and Wi-Fi hotspot.

Partnerships with the University of Victoria’s Institute on Aging and Lifelong Health, Silver Threads and James Bay New Horizons allowed GVPL to host expert-led educational and informational sessions. A two-day Health Coach training course supported seniors and people living with chronic health issues and seniors’ resource information sessions helped combat social isolation.

The spectacularly successful Zine Daze: A Zine and Art Fair drew local and international enthusiasts to the Central Branch from as far away as Dawson City, Toronto, Portland and Seattle to learn, share and celebrate, showcasing local creativity.
2019 Key Facts and Figures

• The Library connected with 29,057 attendees of all ages at 528 different offsite events.

• “Indigenous Reads” displays at all 12 GVPL branch locations were financially supported by the fund-raising efforts of the Friends of the Greater Victoria Public Library and enhanced access to material in our collections for easy discovery.

• The redesigned CloudLibrary App enhanced our patrons’ ability to borrow digital titles resulting in checkouts of ebooks and e-audiobooks this summer surpassing all previous digital lending records (43.5K checkouts in July and August each). Circulation of this collection increased overall by 18% as compared to 2018.

• The DVD recategorization project improved access to material in this collection. Patrons searching the catalogue and browsing the shelves for TV series, documentaries, French and World Language materials can now find what they are looking for more easily.

• Our staff led an Indigenous Subject Heading project at GVPL to provide better alternatives to colonial traditional headings. GVPL staff presented their work at Canadian conferences to advance work in this important area.

• Microsoft O365 implementation increased staff access to additional tools for collaboration and teambuilding.

• Meetings with partners from BC Black History Awareness Society, Community Living BC, Victoria Conservatory of Music and Youth Services Provider Network improved access to programming and increased all partners’ capacity for growth.
PROVINCIAL STRATEGIC PRIORITY 2 - DEVELOPING SKILLS

Alignment with GVPL KEY PRIORITY:
Create great library spaces to meet unique user needs

GVPL welcomed learners to our spaces in person and through our e-services, helping them to develop new skills and interests. Literacy and Science, Technology, Engineering, Arts and Math (STEAM), language learning, geocaching, gardening and Bollywood dancing were just a few of the learning opportunities offered in 2019 at GVPL.

As a coordinating organization, GVPL was proud to be part of the Your Literacy Connection Westshore which was awarded First Place for 2019 Best Community Literacy Event in BC by Decoda Literacy Solutions for the Family Learning Tour.

Other early learning opportunities for young children and their families in 2019 included the new Stay and Play curated kit/activities that emphasized the importance of the early development indicators: singing, talking, reading, writing and playing. Science, Technology, Engineering, Arts and Math (STEAM) programs continued to expand in 2019 with learning opportunities for all ages. Discovery Labs fostered preschoolers’ interest in science and helped develop numeracy skills, while Pre-Coding Games for kids ages 5-8 allowed them to delve into the basics of computational thinking and simple coding concepts. Adding Ozobots to the DigiLab gave Teens opportunities to exploring virtual reality and robotics.

Adults also had the opportunity to learn new skills with ESL Conversation Classes and Virtual Reality Petting Zoos. The Food Education District (FED) Urban Learning Garden’s new pollinator garden equipped with information guides supported individual learning that complemented programs delivered by Lifecycles and Master Gardeners. Expanding geocached items beyond the Central and Oak Bay branches to also include the Nellie McClung branch offered more self-paced learning opportunities. Geocaching is a real-world, outdoor treasure hunting game using Global Positioning System (GPS)-enabled devices. Participants learned to use a GPS receiver or mobile device to locate geocaches (containers) at specific locations while encouraging people to explore their communities.
2019 Facts and Figures

- Computer and technology programs for adults helped to develop skills for 628 individuals
- BC Summer Reading Club registration hit a new record of 9,052
- 5th Emerging Local Author Collection included 80 authors and 100 works
- Sketchy Thursdays encouraged artists of all skill levels to join a creative community and build their body of work
- 77 one-on-one sessions offered 380 individuals time with a librarian to answer their technology questions

Submission to “Share your Story”, August 29, 2019

I immersed myself in to books the moment I could read. Having lost my mother at 5, books became my escape from the real world and into an imaginary one. It was a world where I saw magic, adventure, mystery and fairytales. It was my happy place, where I could open a book and see the story unfold and allow my mind to be challenged with its abilities of imagination. I think because of my love for books, I survived the most painful moments of my life and because of books, I tapped into the creative side of myself where I began to write poetry. Therefore, books should be an essential part of a childhood. They are the chapters that form your own chapters for the life ahead.
PROVINCIAL STRATEGIC PRIORITY 3 - COLLABORATING ON SHARED GOALS

GVPL KEY PRIORITY:
Engage passionate library members, funders and partners to expand the library’s reach and impact

In 2019, GVPL collaborated with partners, funders and library members on shared goals that expanded the library’s reach and impact at home, across Canada and internationally.

In June, GVPL staff worked with the Canadian Urban Library Council (CULC) to organize the inaugural One eRead Canada/Un livre Canada, a national reading and discussion program that promoted libraries and their digital collections. This program featured Indigenous author Dawn Dumont’s Glass Beads.

GVPL joined other CULC members to participate in the Canadian National Institute for the Blind (CNIB) Phone It Forward Campaign which encouraged the donation of used mobile devices at local libraries across Canada. Phone It Forward is the first program of its kind worldwide.

GVPL collaborated with Vancouver Island libraries, hosting and facilitating the board and staff of IslandLink Federation’s strategic planning sessions. The 5th Annual Vancouver Island Library Staff Conference, co-hosted by the University of Victoria, Camosun College and Greater Victoria Public Library, provided staff from across the island with a day of inspiration, learning and engagement.

In partnership with the City of Victoria, GVPL celebrated the municipality’s Artist-in-Residence installation at the sx̱ə̓ŋ tə̓ŋ James Bay branch (photo above).

Collaborations with local First Nations continued to build relationships and supported the shared literacy goals of the Songhees Wellness Center Summer Camp and Kwum Kwum Lelum Homework club.

By hosting the Tsawout First Nation Stories and Crafts programs, GVPL supported the Tsawout First Nation Cultural Elder in Residence program, Indigenous storytelling and crafts while honouring [need different word] SENCOTEN, the language of the Saanich People.

Luke Ramsey installation at sx̱ə̓ŋ tə̓ŋ James Bay branch

Tsawout Elder Anna Walkus sharing stories
2019 Key Facts and Figures

- During the One eRead Canada event in June there were 236 checkouts of Glass Beads.

- 102 community connections programs promoted the shared goals to inform and educate the public about community health and wellness programs and resources.

- GVPL’s Books for Babies program received grant funding from the Times Colonist Literacy Society. This program provides each newborn in our service area with a bag containing a book, a music CD and literacy resources for families.

- GVPL’s relationship with the Victoria Film Festival expanded to include workshops and hands-on virtual reality (VR) sessions at the Central branch during the Festival month in February.

- GVPL’s partnership with the Victoria Festival of Authors included six programs for children and tweens featuring high-profile authors including Monique Gray Smith, Kari Jones, Richard van Camp, Sara Cassidy and Sean Rodman.

- Trans ID Clinic PACE Society and PEERS Victoria provided a two-day Trans ID clinic at the Central branch that assisted and covered the costs for those who wish to legally change their names and gender markers.
PROVINCIAL STRATEGIC PRIORITY 4 - ENHANCING GOVERNANCE

GVPL KEY PRIORITY:
Lead with support of innovative ideas, service models and governance

In 2019, GVPL enhanced governance through Board Trustee development, staff leadership and contributions to the broader library community. GVPL Trustees and the CEO attended the Union of BC Municipalities (UBCM) conference and participated in many B.C. public library related events and displays, including a clinic presentation entitled ‘Libraries as Critical Infrastructure.’ A GVPL trustee sits on the BCLTA executive. This work supported the role of public libraries across the province, while GVPL’s membership in the South Island Prosperity Project (SIPP) further established the library as a key community contributor to economic and environmental sustainability.

2019 Key Facts and Figures

- Staff delivered ten conference presentations at the Ontario Library Association, American Library Association, Pacific Northwest Library Association, BC Library Association and Vancouver Island Library Staff Conference

- Two staff members were accepted into the 2019 cohort of the B.C. based Library Leaders Excellence and Development Canada (LLEAD) program and another continued her participation in the Canadian Urban Library Council (CULC) Public Library Leaders (PLL) program. Both programs support the development of leadership capacity and expertise.

- GVPL, located in our capital city, was proud to represent libraries across the province during Education Minister Rob Fleming’s declaration of BC Library Month at the BC Legislature in October.

- GVPL participated in the popular BC Book Day at the Legislature and showcased titles from the unique Emerging Local Authors Collection and our Indigenous Reads materials. We co-hosted a booth with the BC Library Association.

- GVPL Trustees participated in a strategic priority retreat at the University of Victoria to provide an opportunity for learning, engagement and board development.

- In 2019, the first cohort completed GVPL’s Leadership Development Training Program which has been designed to build a foundational supervisory skillset for our employees. This program will increase the Library’s ability to support succession planning and prepare staff for developmental roles.

- The 9th annual GVPL Staff Development Day took place in June with an engaging program of speakers and workshops. The goal of the day is to support staff engagement, increase collaboration and inform service delivery.
Submission to “Share your Story”
September 5, 2019

I do not have space to store all my favourite books, but I can always find them at the library if I need to read them again.
LIBRARIES IN ACTION – SUCCESS STORIES FROM B.C.’S PUBLIC LIBRARIES

GVPL Expanded Services to Newcomers:
The BC Settlement and Integration Services program (BC SIS)

Overview
In partnership with Victoria Immigrant Refugee Center Society (VIRCS), GVPL developed a three-year BC Settlement and Integration Services program (BC SIS) that was launched in August 2018. This program continued to expand in 2019 and has positioned GVPL as a ‘community hub’ for newcomers.

The three-year project provides settlement and integration services at GVPL branches through VIRCS. The program supports the social and economic integration of newcomers to the province and targets newcomers who are not eligible for federal settlement services. Funding is provided by the Province of British Columbia Ministry of Jobs, Trade and Technology. Eligible clients include those who are:

- Temporary foreign workers
- International (post-secondary) students who are eligible to work in Canada*
- Refugee claimants
- Provincial nominees not yet approved for permanent residency
- Naturalized citizens looking for employment

*Transiting to permanent residency or into the labour market through a post graduate work permit.

Description
Through the BC Settlement and Integration Services program VIRCS serves the community via a hub and spoke model at their new downtown location (North Park Street) and other community locations including six of GVPL branches: Esquimalt, Juan de Fuca, Langford Heritage, sx̱w̮eŋx̱w̮əŋ təŋəx̱ J̓ames Bay, Central and Nellie McClung Branches. The services delivered at the library include:

- English Language Training.
  - Formal Language Training: two levels of English as a Second Language classes are offered in 10-week series at Nellie McClung, Esquimalt, Central and sx̱w̮eŋx̱w̮əŋ təŋəx̱ J̓ames Bay Branches
Informal Language Practice: offered in 10-week series at Nellie McClung, Esquimalt, Central and sxʷeŋxʷəŋ təŋəxʷ James Bay Branches

- Standalone workshops offered on a variety of topics including employment, basic financial information and introduction to the library
- Two business development and project management series for newcomers
- Regular information tables held at the library connecting newcomers to resources

Outcome

- Increased literacy with over 200 English language learning and practice sessions with attendance of 2,891
- Social and economic integration of newcomers through:
  - 16 Entrepreneurship Development Training for Newcomers classes
  - 16 Strategic Business Development and Project Management for Newcomer classes
- Extended reach of VIRCS and the library through 126 Community Connection tables with 973 interactions
- Contributed to the goals of the Community Partnership Network and Greater Victoria Local Immigrant Partnership to make Victoria a welcoming community.
- Inspired other services for Newcomers:
  - In a new partnership with the Victoria Iranian-Persian Cultural Society, GVPL offered an eight-week series for newcomers "Laughing Out Loud - Laughter Therapy for Newcomers"
  - 16 VIRCS Beginner ESL Conversation classes at the library with attendance at 298
  - 7 Farsi language classes with attendance at 93.

We are in partnership with the Greater Victoria Public Library (GVPL)

BC SIS delivers services out of the following locations in partnership with the Greater Victoria Public Library

Join BC SIS staff to learn about the BC SIS program and ask your questions about settlement, immigration and employment.

*Nellie McClung Branch
3950 Cedar Hill Rd. Victoria, BC V8P 3Z9

*Juan de Fuca Branch
1759 Island Hwy. Victoria, BC V9B 1J1

*Central Branch
735 Broughton St, Victoria, BC V8W 3H2

*Esquimalt Branch - by Appointment only
1231 Esquimalt Rd, Victoria, BC V9A 3P2

*Langford Heritage Branch - by Appointment only
102-1314 Lakepoint Way, Langford, BC V9B 0S2

*sxʷeŋxʷəŋ təŋəxʷ James Bay Branch - by Appointment only
385 Menzies St, Victoria, BC V8V 0C2
SUMMARY

Throughout 2019, GVPL has improved access to library services, collaborated on shared goals with community partners and invested in strong library governance. We are meeting the challenge of planning a new digital media lab, inspired by our innovative travelling DigiLab -- the latter has grown from a pilot project to become operationalized and continues to inspire creativity. We continued to respond to the Truth and Reconciliation Commission’s calls to action by building relationships and supporting Indigenous communities’ goals. GVPL continued to share professional expertise and contributed to the wealth of knowledge in the library community.

Looking ahead to 2020, we are excited to see a new Esquimalt branch taking shape and the culmination of GVPL’s 2016-2020 Strategic Plan. This of course leads to the highly anticipated preparation for a new strategic plan.

GVPL appreciates the ongoing support the Ministry of Education provides for public libraries in our community and across the province. Libraries ‘make things better’.

Bollywood Dance Class
GVPL’s Most Borrowed Books of 2019

Adult Fiction
1. Washington Black by Esi Edugyan
2. Where the Crawdads Sing by Delia Owens
3. Normal People by Sally Rooney
4. Big Sky by Kate Atkinson
5. Kingdom of the Blind by Louise Penny

Adult Non-Fiction
1. Becoming by Michelle Obama
2. Educated by Tara Westover
3. The Library Book by Susan Orlean
4. 21 Lessons for the 21st Century by Yuval N. Harari
5. 12 Rules for Life: An Antidote to Chaos by Jordan B. Peterson

Teen
1. The Marrow Thieves by Cherie Dimaline
2. The Hate U Give by Angie Thomas
3. Two Can Keep a Secret by Karen M. McManus
4. On the Come Up by Angie Thomas
5. What If It’s Us by Becky Albertalli

Children
1. Minecraft: Guide to Farming by Alex Wiltshire
2. Waiting is Not Easy! by Mo Willems
3. The Meltdown by Jeff Kinney
4. Bad Kitty Takes the Test by Nick Bruel
5. The Thank You Book by Mo Willems
March 31, 2020

Email: CHAIRS c/o L EDUC_LIBRARY_DIRECTORS@LISTS.GOV.BC.CA

Subject: Public Library Operating Grants – Grant Award Letter

Dear Public Library Board Chair,

The Ministry of Education, Libraries Branch is pleased to inform you that your library will receive the following grants to support library operations and provincial programs for 2020:

- **Per Capita Operating Grant** - to support ongoing public library operations and participation in province-wide initiatives.

- **Resource Sharing Grant** – to support libraries in materials sharing by alleviating the costs involved in running and managing the interlibrary loan service.

- **BC OneCard Grant** - enables active patrons of any public library in B.C. to use their library card to borrow from other libraries throughout the province.

- **Equity and Literacy Grant** - access to learning and literacy experiences are a core service of B.C. public libraries. These funds support the expansion of library collections, programs and services that promote literacy and life-long learning.

Libraries are receiving the same grant amounts in March 2020 as they did in March 2019. We have decided to keep funding stable to libraries this year by not making any adjustments from 2019. As a result, no library system will experience a reduction this year.

The *Public Library Provincial Grants Allocations* document, which lists the funds allocated to each library and partner in 2020, is available online. We recommend you download a copy for your files.

A reminder that the timing for provincial public library funding for 2021 will occur in June 2021. Library boards are advised to plan accordingly.

**Strategic Context**
Provincial funding to public libraries is focused on increasing access to information and services throughout the province while allowing each library to continue to be responsive to the needs of its communities. By working together, we can provide people with access to the information, technology, digital and learning resources and services they need to reach their full potential.

Funding, although distributed as four grants, may be used in mutually supportive ways to ensure provincial priorities are fulfilled. The priorities for 2020 are:

- Improving access
- Building capacity
- Advancing engagement
- Enhancing governance

The Ministry will deposit funds electronically into the account of the financial institution that your library has designated. The Ministry will email a notice to you upon payment.

**Conditions**

In accordance with conditions placed on all Ministry grants, libraries must submit specific reports as outlined below. Continued provincial funding for your library is contingent on the completion and filing of three reports in the public library accountability framework:

- **2020 Provincial Public Library Grants Report** (due March 1, 2021)
- **2020 Statement of Financial Information** (due May 15, 2021)
- **2020 Annual Survey of Public Libraries** (due May 15, 2021)

Please be aware that the Ministry will reclaim any portion of the grants should the library not use the funds received for the purposes and accountability requirements outlined in this letter.

To support the continuation of public library services wherever possible, libraries are receiving this funding even if closed or regular operations are disrupted. Significant changes in the use of these funds must be pre-approved and brought to the attention of the Ministry.

The Ministry is committed to open public access to information and bound by the Freedom of Information and Protection of Privacy Act. The Province may release any or all information submitted in these reports to the public and will be making them available on the website.

**Appreciation**

On behalf of the Ministry, I would like to gratefully acknowledge the hard work and contributions of library boards and staff. B.C. libraries provide increased opportunities for people to contribute to their own communities while helping to improve literacy skills, connect families, foster social inclusion and reduce inequality. By working together, we ensure that British
Columbians can benefit from services that are innovative, equitable, responsive and future-focused. At this time, your services and initiatives are even more important.

If you have any questions about this letter or the use of grants at this time, please do not hesitate to call or email me.

Sincerely,

Mari Martin
Director
March 31, 2020

Dear Maureen Sawa,

The Ministry of Education is pleased to inform you that Greater Victoria Public Library will receive a one-time grant of **$40,605** towards the enhancement of digital services, technology and broadband connectivity initiatives.

Public libraries are an important part government’s plan to make life better and more affordable for British Columbians. This funding recognizes the critical role libraries play in ensuring people are digitally and socially connected everyday and in times of emergency. These funds are allocated to support the provincial strategic public library priorities of improving access and building capacity.

This one-time grant is to be used for planning, developing and improving your library’s digital resources and services, and technical infrastructure. This may include:

- Improving internet connectivity
- Providing access to online collections in formats that best suit your communities’ needs
- Introducing people to new technology and learning educational, personal or professional development skills
- Helping people access provincial services

Please apply this one-time investment to increasing equity between communities and enable all citizens to participate in an increasingly digital world.

Funds may be leveraged by working through your library federations and/or the BC Libraries Cooperative. Libraries may use these funds for a variety of technology-related activities such as:

- Supporting digital literacy/digital inclusion programs for staff or library users
- Enhancing existing programs and services
- Purchasing new computer hardware or other technology which may be available for borrowing

**Confidentiality**

Libraries and Boards are to keep this information confidential at this time. Please do not to formally communicate or announce the funding until authorized and made public by the
Ministry of Education. Planning and implementation may begin immediately.

Conditions

A short interim report is due August 30, 2020 outlining how your library plans to use these funds. Further details should be reported in your annual Provincial Public Library Grant Report (PLGR) due March 1, 2021.

Reports must demonstrate how initiatives funded improved access, leveraged existing programs/partnerships and enhanced services. A short framework will be available to help guide your planning and reporting.

The Ministry will deposit those funds electronically into the account at the financial institution that your library has designated. A notice will be mailed to you once payment has been made.

The Ministry is committed to open public access to information and is bound by the Freedom of Information and Protection of Privacy Act. The Ministry may release any or all information submitted for these reports to the public.

Please be aware that the Ministry will reclaim any portion of the grants should your library not use the funds received for the purposes outlined in this letter. You must record progress and demonstrate clearly how the funds are used to meet technology and connectivity outcomes within your library system.

If you have questions about the use of these funds or alignment with provincial direction, please contact the Libraries Branch team at llb@gov.bc.ca or 1-800-663-7051. We are happy to work with you to identify opportunities and initiatives for the benefit of your library system and community.

Thank you again for working to support people in your community and insuring they have access to important services and information.

Sincerely,

Mari Martin
Director