

Southern Gulf Islands Library Commission

Meeting Minutes

By Zoom videoconference, Tuesday April 28, 2020

Carmen Oleskevich, Library Director, called the videoconference meeting to order at 10:00 am.

1. Attendance (participants are Commissioners except where noted)

Pender Island: Laura Vilness, Dianne Wilson

Mayne Island: Marilyn Winterbottom, Judi Walker

Galiano Island: Kris Dartnell, Jennifer Margison

Saturna Island: Nancy Phillips

Piers Island: Ginny Macoun, Char Young

CRD Director: David Howe

Staff: Carmen Oleskevich – Library Director; Melody Pender – Bookkeeper; Colette Clarke – Library Technician (Minute-taker)

2. Election of Chairperson for 2020

Motion to elect Laura Vilness as Chairperson of the SGILC. Motion/Seconded/Carried.

Meeting passed over to Laura V. at 10:02 am

3. Approval of Agenda – M/S/C.

4. Approval of minutes from the SGILC October 22, 2020 meeting - M/S/C.

5. Correspondence

From the BC Libraries Branch, Ministry of Education, a Library Technology Grant of \$10,740 – future discussion will address allocation of this one-time grant among SGILC libraries.

6. CRD Director Report

Director David Howe expressed his support for SGI libraries during COVID crisis and asked library Boards to reach out to him as needed. He responded to questions that no changes to annual funding to the SGILC was expected in 2020. The CRD will provide extensions for tax payments to residents. The CRD was looking at a wide range of support programs during the COVID crisis. Melody noted that the SGI Community Resource Centres were placing staff in their island offices to assess gaps in support needed by each island– people/businesses in need could contact the SGI CRC centres.

7. SGILC Library Director report – (attached)

Highlights given of the COVID-19 pandemic response by our 5 libraries, with focus on building closures and Sitka adjustments, and then expanding online library resources available from library website. Staff travel between libraries may re-open in the months ahead. In response to questions on website use, statistics show that use of online resources greatly increased during

library building closures. **Action:** Piers library would like a Facebook page, with Colette to follow up on with Piers. **Action:** Info requested on Societies hosting a virtual AGM this year, with Carmen to research and email info to Galiano Library.

8. Financial Report

M/S/C to accept the SGILC year-end financial report 2019.

M/S/C to accept the SGILC budget 2020 and the SGILC year-to-date financial report Jan-Mar 2020.

Director Howe noted that libraries can contact Carmen/Melody if funds for special COVID-19 equipment is needed that was not budgeted for in 2020.

9. New Business

Carmen discussed the trends in library services in BC during COVID-19 crisis. No library facilities in BC are open at this time, but small libraries are considering re-opening in some capacity. Some of the larger library systems with multiple staff have launched curbside pickup. She presented options for our response for the months ahead: SGI libraries can consider gradual reopening of their buildings with controlled patron access, or remaining closed and implementing a curbside pick-up system. Libraries can decide what is best for their situation, and tip sheets/support on both options will be provided. Chairperson thanked Carmen for regular updates on COVID-19 and library services, and her research on options for SGI libraries.

10. Old Business

- a) Update on the new Library Technician position (6 months): this position and new staff person have proven to be a much needed addition to SGILC staffing and support to our libraries, especially during the current crisis.
- b) Use of online library resources 2019: Colette prepared 2019 statistics, showing increased circulation of eBooks and eAudiobooks, with 125 new users of Library2Go. The most popular online resources are Library2Go (Libby by OverDrive), RB digital magazines, and Rocket Languages, all accessed from library website.

11. Library reports

Mayne: Marilyn W. indicated their facility is closed, safety measures in places (changed door lock codes), only allowing some volunteers to do cataloguing. Will look into using Zoom to host upcoming for board meetings. **Action:** Carmen to assist all SGI Boards with Zoom meetings, as needed.

Galiano: Kris D. reported offering a home delivery system to homebound and other patrons. Library building is closed to all, Wi-Fi provided 24/7, will be installing some seating for their deck outdoors. Will be hosting an online library program and webinars. Galiano Reads event cancelled. The library drop box is open.

Saturna: Nancy P. confirmed their Board meetings to be conducted through Zoom, with 1 new board member joining recently. They were in the process of renovating library with new desks, shelving for kids section, a very busy time then shut down occurred. As a tenant of a Church, no

access at all at this time. Cleaners took a lay-off and volunteers only entering for basic building check. Annual Lamb barbecue fundraiser has been cancelled, huge blow to their island. The Tech Tutor sessions were successful, but had to halt. Happy with the new library Facebook page.

Piers: Charl Y. spoke about a new public access computer recently installed. Their library is located within the Piers fire hall, which is shut down with no entry allowed in, therefore the library is shut until further notice.

Pender: Dianne W. reported that their Board was meeting regularly, with updates from Library Director. The Board was also looking at refreshing the Library Mission Statement.

12. **Next meeting:** October 2020 (TBD), virtual or in person
No Educational Library Tour will be held in 2020.

13. Adjournment at 11:23 am