



**LDAG Meeting**

Tuesday, January 19, 2021

10:00 a.m.

via Zoom

**MINUTES**

**Present:**

Brian Butler (Hazelton)  
Joe Zelwietro (Prince Rupert)  
Rebecca Mitchell (Stewart)  
Wendy Wright (Smithers)  
Sara Lewis (Houston)  
Anna Babluck (NWLF)

**Regrets:**

Fiona Bruce (Terrace)  
Virginia Charron (Kitimat)

*Meeting called to order: 10:02*

*Chair: Rebecca Mitchell*

1. **Approval of the Agenda**

Wendy moved to approve the agenda as presented.

Seconded by Joe                      Carried

2. **Adoption of the Minutes of October 20, 2020**

Wendy moved to approve the minutes as presented.

Seconded by Joe                      Carried

3. **Financial Update**

Written reports were submitted. Anna highlighted some points of interest in the 2021 budget.

4. **Director's Report**

Written reports were submitted. Anna discussed some of the upcoming training options.

## 5. **New Business**

### a) *“Zoom Training for Library Staff: Communicate and Engage”*: Potential Pro-D

As the LDAG agreed that there would likely be interest from programming staff in this session presented by Brett MacDonald, Anna will arrange this training to be made available as soon as possible. This will be offered jointly with NCLF and NELF and NWLF will cover all registrations fees for NWLF staff.

### b) *Preliminary Options for Fall Conference*

There was little interest in “Indigenous Awareness” type training (including the options presented here.) Anna will seek a quote and further information on ICT’s “Indigenous Relations” course and present that as an option to the LDAG. Please submit any further suggestions for speakers or topics to Anna. If we find something suitable before March, we can apply for funding from the Libraries Branch.

### c) *StoryWalk Collection*

Due to several logistical issues and a lack of staff time for development of this project, we will not pursue a shared StoryWalk collection at this time. This may be revisited at a later date if we can fund time and/or funding to present the libraries with a finished product to post, rather than requiring local inputs.

### d) *Programming for 2021*

The LDAG generally felt that NWLF should focus more on training than arranging any virtual programming this year. Anna will ask at the programmers’ roundtable for suggestions that all or most of the staff present would like to pursue, but will not make it a priority to follow up if none are forthcoming. Andy the Musical Scientist has been confirmed to still be available to tour in October if we determine that it is safe to do so.

### e) *Zoom Renewal*

The majority of NWLF libraries now have their own Zoom accounts. It was agreed that it would not be worth the logistical hassle for the meager cost savings we would see using a joint 10-host account through Techsoup.

## 6. **Roundtable**

Kitimat submitted a written report:

“The Kitimat Public Library launched a new and wonderfully comprehensive website in December. It is a work in progress as there is still much detail to be added but Shawn and I were delighted to have some extra time these past six months to bring it to fruition. If you get a moment, why not link to [www.kitimatlibrary.ca](http://www.kitimatlibrary.ca) and give it a peak.

Also some other pretty big news, Teresa retired after 35 years of loyal service (a lifetime really!) and Samantha after 6 years to work for one of the big industries in town! Plans for staff replacement have been put on hold until COVID-19 is well under control.

Our collective agreement is entering negotiations and we will pattern after the District's Four Year Contract. Our senior staff will get a significant bump in wages so we don't lose them to the many work offers they have been receiving of late.

Our library has welcomed a steady yet reduced stream of visitors, all fully on board with wearing of masks and socially distancing. We so itch to return to the days of carefree health concerns, but will things ever be the same?

I am now working on a draft strategic plan as a start to discussions by the Board this January in light of COVID-19 "Our New Normal - Our New Plan 2021 & 2022".

Trust all our neighbour libraries remain healthy and happy in the New Year."

Smithers submitted a written report and supplemented it at the meeting:

"Due to rising COVID-19 cases in our area, the Smithers Library reverted to Library Takeout service on December 22. The situation will be reassessed at our January 20 Board meeting."

- Circulation fell by 43% in 2020, but programs stats actually stayed the same overall (up for children's programs, down for adults) likely due to the flexibility of watch times.

Hazelton:

- Patron visits slowed over Christmas but have increased again in January to the point that they are close to maximum capacity most of the time and are considering how to handle that.
- Preparing for CSJ and SRC.

Prince Rupert:

- December traffic was slow and the library had to deal with numerous maintenance issues.
- Planning for Family Literacy Day.
- Still doing some curbside pickup for patrons who request it.
- Applied for two grants for: a) digitization of local news (a continuing project) and b) virtual programming, purchasing felt board supplies etc.
- Working on the North Coast Reference Repository

Houston:

- Open 6 days a week.
- Still doing craft kits, which are going over well.

Terrace:

- Open 6 days per week.
- Doing make and take kits.
- Still waiting on budget approval for this year.

Stewart:

- Setting up hotspot and laptop lending program. Almost ready to begin and there is a large waitlist already!
- Did a hugely successful "Christmas Ninja" program. Plan to repeat it for Valentine's Day with some modifications.

7. **Adjournment: 11:12**