

# KITIMAT PUBLIC LIBRARY

## 69<sup>th</sup> Annual General Meeting

### AGENDA

**Tuesday January 23<sup>rd</sup>, 2024, 5:30pm - Library**

Attendance: Tina, Brenda, Aileen, Peter, Misty, Sam, Anna, Cynthia and Joanna.

Regrets: Edwin.

1. **Call to Order:** Meeting called to Order at 5:35pm
2. **Chair's Report:** Report attached.
3. **Treasurer's Report:** Review of the 2023 year comparative statement was handed out. This was a year of learning that some things should go into different codes and future years will reflect that. Motion to accept by Joanna, seconded by Anna.
4. **Director's Report:** Report attached.
5. **NWLF Report:** Board members are encouraged to sign up for NWLF newsletter as it has great information in it. Sam to send out the previous one to everyone.
6. **Art Sub Committee Report:** A brief description of the activities the committee is working on was given. These activities included the moveable wall, a mural and an art space. The board agreed with the moveable wall mural being only three panel themes instead of six.
7. **Election of the Board of Trustees 2023:** Motion was made by Misty to open the floor to nominations, seconded by Aileen.
  - a. **Chair** – Brenda Feldhoff has stepped down from Chair. Anna Cullen was nominated and accepted the position of Chair. No further nominations were presented. All in favour.
  - b. **Vice-Chair** – Tina Watchorn has opted to stand as vice-chair. No further nominations.
  - c. **Secretary** – Samantha Anderson will stand as the secretary as part of their job description as the Library Director.
  - d. **Treasurer** – Misty Johnsen has opted to stand as treasurer. No further nominations.
  - e. **NWLF Rep** – Cynthia Cridge has opted to stand as rep. Tina Watchorn has agreed to be backup in the event that Cynthia is unable to attend a meeting. No further nominations. All in favour.
  - f. **Additional Directors** –Aileen Ponter, Peter Ponter and Brenda Feldhoff will stand as additional directors to our board. No further nominations. All in favour.
8. **Date of Next Regular Meeting:** Tuesday, February 20<sup>th</sup>, 2024 at 5:30pm at the Library.
9. **Adjournment:** 6:33pm

## **Chair's Report**

In 2022, I found myself in a challenging position as the reluctant Chair, and the first six months were intense. It was the most time-consuming volunteer position I've ever held. Hiring an LD is one of the most labour-intensive times in a library, and I hope we won't have to go through this process again anytime soon. It was a steep but worthwhile learning curve. After numerous applications and deliberation, we secured Sam, who has proved herself more than capable and committed to our community. Her friendly and welcoming disposition has not gone unnoticed.

Our Library is a safe haven that provides a diverse collection of books, magazines, music and movies for everyone. I am in awe of the variety of programs our library offers and its commitment to outreach programs in our community. With our numbers growing annually, we have much to be proud of.

I wanted to express my gratitude for Sam's leadership, which has made my role much more manageable. I have already served two terms, and I feel it's time for me to step down from my current position. I want to clarify that I am not leaving the Board entirely but rather looking for someone interested in taking on the position of Chair. If no one is interested, I am willing to serve for another term.

I'd also like to take this opportunity to express my gratitude to Joanna Sluyter for her unwavering support of the KPL and her many years of dedication and service to the Board and our community. Joanna has left big shoes to fill; her ingenuity, spontaneity, and enthusiasm will be dearly missed.

## **Director's Report - Year Ending 2023**

This year the Library has been undergoing renovations to help upgrade the technology, furniture and fixtures within the building. These upgrades will ensure that the Library will remain current and up to date.

This year we proceeded forward in many different directions. We strive to create, enhance and maintain partnerships with our community members and offered our meeting room to many local non-profit organizations. This year we provided 196 programs to our library patrons with many unique visits to the library, including Science World and author readings. This averages to about 16 programs per month. The attendance for these programs was 4,130 patrons. We look forward to hosting more of these events in 2024.

Last year we had a total of 3,421 memberships. Totaling approximately 43% of the population of Kitimat, according to the 2021 census. We have seen a variance in memberships this year due to families moving away and industries slowing down. We do expect a rise in 2024 as we keep pushing the Library to become the community hub.

In 2023, we added a total of 3,110 new books and saw a yearly circulation of 49,039 physical and online books, which included sending items to other libraries in the province. This year we focused more on the types and genres of books that our patrons wanted rather than buying the newest books the publishing companies were offering.

We cleaned up the shelves and added items to the book sales and free tables throughout the year. We are making space for newer books and the graphic novel section. We have reduced our non-fiction section down to create more room in the fiction section as well.

With updates to the collection, there have been some sections that have been moved around. Our Finnish, French and multilingual collections are now in their own areas. The graphic novels have been spread out to ensure that the Youth and Juvenile have their own sections. We are also looking at bringing back magazines in 2024.

The library has become more active on social media and creating displays inside and outside for our patrons to enjoy. We have received great feedback on these changes.

The Summer Reading Club and Reading Buddies were a hit again, this summer. The three leaders had a ton of crafts and games for the kids to do. We hope to see our leaders back for Summer 2024.

Draco, our library pet has been a hit all year round. We have visited schools and daycares, teaching the children all about reptiles. Many patrons love seeing Draco every day.

After many months of planning, the new moveable wall was installed. There are still smaller pieces left to finish this project, like adding murals to the kids' side of the wall and getting magnets for the kids to play with.

We also received an Enhancement Grant from the government and we have used that money to update furniture around the library and a couple new iPads. The first iPad is set up in the kids area and the kids love it. This is easier for them to use compared to a large computer. The second iPad will be installed in the stacks to allow easier access to the book catalogue while patrons are browsing.

Overall, 2023 was a year of learning and becoming comfortable in my role as Library Director. There have been many changes but many of the patrons and staff are enjoying everything we have done this past year. 2024 should have less changes, but it will still be an exciting year.