

**BURNABY PUBLIC LIBRARY BOARD**

**AGENDA**

Regular Meeting

DATE: 2022 April 21 (Thursday)

PLACE: via Zoom

TIME: 19:00h (7:00pm)

CHAIR: Sarah Bartnik

**Our dream is:**

***A welcoming community where all people can explore, learn and connect.***

**To realize our dream:**

***We empower the community to engage with and share stories, ideas and information.***

We would like to recognize we are on the ancestral and unceded homelands of the hən̓q̓əmi̓ñəm and Skwxwú7mesh speaking peoples, and to extend appreciation for the opportunity to hold a meeting on this territory.

*Not Myself Today Ambassadors Sarah Khan, Barb Wilkins, and Heidi Schiller will provide a presentation to the Board on the program developed by the Canadian Mental Health Association. (20 minutes)*

- |  | <u>PAGE NO.</u> |
|--|-----------------|
| 1. <b><u>Motion</u></b> to receive agenda  |                 |
| 2. <b><u>Minutes</u></b> (5 minutes incl. agenda)  |                 |
| i) <b><u>Motion</u></b> to adopt the minutes of the regular meeting held 2022 March 17 as circulated | <u>ENCLOSED</u> |
| ii) <b><u>Motion</u></b> to adopt the minutes of the Finance Committee meeting held 2021 June 3      | <u>ENCLOSED</u> |
| 3. <b><u>Reports</u></b> (10 minutes total)  |                 |
| i) <b><u>Board Chair</u></b> (verbal)  |                 |
| ii) <b><u>Council Liaison</u></b> (verbal)   |                 |
| iii) <b><u>InterLINK Representative</u></b> (verbal)   |                 |

4. Items for Information

- i) Strategic Plan Report: First Quarter 2022 (15 minutes)

**1-13**

Purpose: To provide the Library Board with information regarding operational highlights and statistics in the first quarter on 2022 in the context of the Strategic Plan

- ii) COVID-19 Update (10 minutes)

**14-15**

- iii) MOSAIC SCOPE Project (10 minutes)

**16**

5. Other Business

6. Next Library Board Meeting – 2022 May 19 via Zoom.

7. Adjournment

**Motion** that the regular meeting adjourn.



**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2022 APRIL 21

**SUBJECT:** STRATEGIC PLAN REPORT Q1 2022

**RECOMMENDATION:**

**THAT** the Board receive this report for information.

**REPORT**

# 1. Connect with Community

We will:

- Discover and understand our communities’ needs and aspirations
- Identify and remove barriers to library services
- Act as a hub, connecting people with each other
- Recognize and celebrate Burnaby’s diverse communities

<b>NEW MEMBERS</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Metrotown</b>	1,680	2,027	347	21%
<b>McGill</b>	527	870	343	65%
<b>Tommy Douglas</b>	573	769	196	34%
<b>Cameron</b>	315	557	242	77%
<b>HLAS</b>	24	25	1	4%
<b>TOTAL</b>	<b>3,119</b>	<b>4,248</b>	<b>1,129</b>	<b>36%</b>

<b>HLAS</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Visits</b>	308	315	7	2%
<b>Patrons Served</b>	559	616	57	10%

<b>OUTREACH VISITS</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Adult</b>	92	94	2	2%
<b>Teen</b>	26	23	-3	-12%
<b>Children</b>	52	16	-36	-69%
<b>TOTAL</b>	<b>170</b>	<b>133</b>	<b>-37</b>	<b>-22%</b>

<b>OUTREACH CONNECTIONS</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Adult</b>	868	685	-183	-21%
<b>Teen</b>	147	339	192	131%
<b>Children</b>	645	209	-436	-68%
<b>TOTAL</b>	<b>1,660</b>	<b>1,233</b>	<b>-427</b>	<b>-26%</b>

### **Community work expanding beyond Community Librarians**

Community Librarians and Adult Public Services (APS) Librarians have been working together to identify areas for APS Librarians to engage in community development opportunities. One of these opportunities includes Librarians from Tommy Douglas attending events held at Southside Church. This has been a longstanding relationship between Community Librarians and the Society to End Homelessness. Tommy Douglas staff have been visiting with the Community Librarians and will now be the ones attending the events. This has been ideal as the church is across the street from Tommy Douglas and it will be beneficial to have the relationships from the events continue inside the library as well. Community Librarians have also been working with the APS Digital Literacy portfolio team to identify areas of the community that may be looking for support with technology. It has been great to have departments working together to find different ways to serve community members.

### **Community engagement during COVID-19**

Community Librarians have been working with different community organizations to discover ways to safely engage in person. This has proven difficult to navigate over the last months with changing guidelines and ensuring everyone in each unique situation is comfortable. Virtual visits have worked well, however staff are really looking forward to being able to return in person. Time online has proven that the simple act of having an in-person coffee break with a group is invaluable in the relationship-building process. We have worked closely with our partners and are very much looking forward to moving forward with in-person visits in the very near future.

### **Telling stories**

For the past few years, staff who are doing community work have been writing monthly stories to share what we've been up to with our coworkers on the staff intranet and with library trustees in quarterly reports. When writing these stories, we share from our own perspectives about things we've learned, who we meet, what we do and specific needs we learn from the community. We are careful not to include personal information and some stories we do not share at all because privacy of community members is important to us.

How we share stories is something we have been thinking a lot about, most recently with the lens of decolonizing our work. Although it differs within Nations, there are some common practices within Indigenous communities that when you share a story that includes others, to ask their permission before sharing it. If they have passed away, you ask their family for permission. There are also some stories that are not shared outside of community.

With this in mind, we've started to ask ourselves some important questions:

- Whose stories are we telling?
- Do they know we are sharing them as a means of evaluating our work?
- Did we ask them permission to share their story?

Although we are careful about privacy, explicitly asking permission to tell stories isn't something that has been built into our work. We have conversations about ethical ways to tell stories, but haven't explored how that can mean different things to different people. This realization has led to an important pause for us in order to look into ways of moving forward in a good way.

Our plan to evaluate how we move forward includes looking into methods other organizations use to tell stories, particularly those who are focused on decolonizing their work. We are also having conversations and exploring different ideas about how we can address this. We aren't sure what the outcome will look like at this point, but are welcoming staff ideas and discussion.

### Connecting with digital learners at Burnaby Neighbourhood House

Cameron Adult Public Services Librarian, Myles, was invited to visit the Burnaby Neighbourhood House Technology Assistance Program to learn more about the program and the needs of community members who attend. During Myles' visit he connected with several staff and site volunteers, learning about participants' needs and experiences. He was also able to sit in during the program and assist participants with digital literacy questions and how the library might be able to continue supporting them. We look forward to building on this experience and bringing learnings back to the Digital Literacy Programming team for follow up.

## Operating Plan Project Updates

The work of librarians and others in connecting with community is an ongoing priority under this Goal.

## 2. Encourage Curiosity and Exploration

We will:

- Inspire learning and critical thinking
- Cultivate imagination, creativity and play
- Support skill development and digital knowledge
- Enable creation & sharing

<i>CIRCULATION – PHYSICAL ITEMS</i>	Q1 2021	Q1 2022	Increase/Decrease	
			Number	%
<b>Adult</b>	271,755	292,811	21,056	8%
<b>Teen</b>	22,486	26,925	4,439	20%
<b>Children</b>	270,869	327,854	56,985	21%
<b>TOTAL</b>	<b>565,110</b>	<b>647,590</b>	<b>82,480</b>	<b>15%</b>

<b>CIRCULATION – DIGITAL</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>e-Books</b>	58,836	65,384	6,548	11%
<b>e-Audiobooks</b>	21,113	24,078	2,965	14%

<b>COMPUTER SESSIONS</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Metrotown</b>	9,438	8,735	-703	-7%
<b>McGill</b>	4,855	4,047	-808	-17%
<b>Tommy Douglas</b>	7,079	6,980	-99	-1%
<b>Cameron</b>	2,725	2,330	-395	-14%
<b>TOTAL</b>	<b>24,097</b>	<b>22,092</b>	<b>-2,005</b>	<b>-8%</b>

<b>PROGRAMS</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Adult Community Connections</b>	2	8	6	300%
<b>Adult Digital Literacy</b>	1	0	-1	-100%
<b>Adult Life Long Learning</b>	10	1	-9	-90%
<b>Other Teen Programs</b>	16	12	-4	-25%
<b>Other Children Programs</b>	4	0	-4	-100%
<b>Story Times</b>	0	15	15	0%
<b>Children Digital Literacy</b>	0	0	0	0%
<b>TOTAL</b>	<b>33</b>	<b>36</b>	<b>3</b>	<b>9%</b>

<b>ONE-ON-ONES</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Patron one-on-one sessions</b>	31	6	-25	-80.6%

<b>DIGITAL RESOURCES</b>	<b>Q1 2021</b>	<b>Q1 2022</b>	<b>Increase/Decrease</b>	
			<b>Number</b>	<b>%</b>
<b>Movies/Music Streamed</b>	5,974	8,653	2,679	45%
<b>Online Courses Accessed</b>	6,243	3,685	-2,558	-41%

### 50 years of Home Library & Accessible Services

2021 was the actual fiftieth anniversary of Home Library and Accessible Services, but since the pandemic was still ongoing, we had some time to consider how we wanted to mark the occasion. As a group, we talked to one another, to past members of the department, and to our auxiliaries to get their ideas. Everyone agreed that some kind of durable tote bag would be a

good choice, because it reflected the purpose of the department – delivering goods – and it would serve to highlight the service in the community, as the bags are used for other things.

We also wanted some kind of treat or reward for our patrons, many of whom have been receiving deliveries for many years. There was a lot of debate about this, because we all thought chocolate was a nice idea, but didn't want to cause problems for diabetics or those on special diets. Eventually we settled on a gold-wrapped chocolate coin with "50" on the front, which could be a treat enjoyed by the patron or handed on to a lucky relative.

The design for the bags came out of consultation with the Public Engagement & Awareness team, showcasing the van, the city of Burnaby and the range of materials we deliver, along with the tagline, "Delivering stories since 1971."

We've been handing out the bags and chocolates for two weeks so far, and the reception has been very good. One of our patrons called to express her thanks for the bag and chocolate, and to thank us for our continued service.



### Going the extra mile

Auxiliary Librarian Peter described an interesting question he received through our eRef service: a person living in Los Angeles asked for Edmonds Junior High School yearbooks from 1976-1979. BPL doesn't have those yearbooks in our Special Collections and neither does the City of Burnaby Archives. The school no longer exists, but Peter thought that the current Edmonds Elementary School was located across the street from the old Junior High site and wondered if the yearbooks could be located in the elementary school library. Peter contacted the teacher-librarian who was able to locate the yearbooks in the school attic and he passed on the information to the person in Los Angeles.

### Neurodiversity Awareness Month

McGill librarians Peggy and Randi created informative displays in the branch for Neurodiversity Awareness Month.





### Virtual Book Club

The Lifelong Learning Programming Portfolio—part of the larger team of Adult Public Services Librarians — offered the Library’s first virtual Book Discussion of 2022. Reflecting our ongoing commitments to Anti-Racism, Diversity, Equity and Inclusion work, the team selected titles that encourage participants to engage with diverse characters, cultures, and protagonists, and highlight titles written by BIPOC. The first selection, “A Long Petal of the Sea,” brought together several motivated participants, and the team looks forward to more conversations in the next quarter.

### Making Collections more visible

Tommy Douglas staff worked creatively to change how we display library materials in order to make them more accessible for our patrons. During the height of the pandemic, many of our display spaces had been lost due to physical distancing measures. After we received a request from a regular senior patron to have more forward facing book displays to help him and others with visual impairments browse titles easier, staff repurposed some old shelving units to satisfy this need. We also created display nooks within the stacks. Soon afterwards, the patron called Acting Branch Manager Jamie to say how much easier it was for him to find the perfect book to read now.



### Operating Plan Project Updates

Project	Project Sponsor	Update
2.1 Streamline and Enhance Patron Printing	Trish	New printers have been installed at the Metrotown, McGill and Tommy Douglas branches. Staff are currently evaluating responses to the RFP for a new computer booking, printing and payment system.



		Expected completion for this project is Q3 2022.
2.2 Open the Metrotown Digital Studio	Trish	This project will be led by a new Digital Studio Coordinator, and hiring is in progress. Preliminary plans for the Digital Studio are in place. This project is planned through 2022, to coincide with the Metrotown renovation.

### 3. Create Welcoming and Innovative Spaces

We will:

- Build a new Cameron branch
- Reimagine existing spaces
- Activate new spaces
- Enhance virtual spaces

<i>VISITS TO BRANCHES</i>	Q1 2021	Q1 2022	Increase/Decrease	
			Number	%
Metrotown	65,314	89,066	23,752	36%
McGill	58,293	69,260	10,967	19%
Tommy Douglas	40,677	49,123	8,446	21%
Cameron	33,088	34,594	1,506	5%
<b>TOTAL</b>	<b>197,372</b>	<b>242,042</b>	<b>44,670</b>	<b>23%</b>

<i>ONLINE VISITS</i>	Q1 2021	Q1 2022	Increase/Decrease	
			Number	%
Website	211,859	203,439	-8,420	-4%
Catalogue	754,161	508,480	-245,681	-33%

<i>ROOM USE BY COMMUNITY GROUPS</i>	Q1 2021	Q1 2022	Increase/Decrease	
			Number	%
Metrotown	0	0	0	0%
McGill	0	0	0	0%
Tommy Douglas	0	0	0	0%
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

#### Operating Plan Project Updates

Project	Project Sponsor	Update
3.1 Build a New Cameron Branch	Beth	Detailed design work is ongoing. Work on finding temporary space during construction in the Lougheed Mall is proceeding.

3.2 Renovate Metrotown Spaces	Beth	Project went for tender in March 2022, with expected construction from Q2 to Q4 2022
3.3 Create Teen Space at Tommy Douglas	Linton	Furniture and equipment received. Expected completion Q2 2022.
3.4 Bring Indigenous design to Metrotown and Cameron	Beth	Not yet begun.

**Metrotown spaces**

The tender for construction of Phase 1 of the Metrotown renovations is currently open and closes in April. In preparation for the renovations, Metrotown staff have been shifting collections to make way for the addition of washrooms on the second floor and the addition of computers on the first floor. Staff have also been planning for reduced availability of staff and public spaces during construction, which will impact materials handling, information services, deliveries and building services work. Staff have also been preparing public communication about the renovation. Construction is expected to begin in June, but details of possible closures affecting the public will not be known until the construction company is selected.

**New Cameron**

New Cameron conversations continued this month, centering on IT/AV/Wifi requirements for the building, security features, construction and public art. The Public Art conversations have been particularly interesting. The project team is working with the Tatar Arts Project group and is exploring possibilities for public art pieces both internally and externally. There will be an EOI process to invite artist proposals – and also consultation with local First Nations communities to invite direct participation. Equally exciting, the Rec Centre and Library have been exploring potential locations to move to during the upcoming construction process that is scheduled to begin in 2023. Vacant spaces at the Lougheed Mall are being considered for their proximity to the current site location, transportation, parking, and centrality to other community amenities.

**A space for teens**

Teen Librarians Duncan and Andrea continued planning the Tommy Douglas Teen Space. Many new brightly-coloured pieces of furniture arrived, as did a bespoke neon rainbow sign. This sign is visible from both the library and from Kingsway, creating a welcoming, inclusive, and vibrant environment. The new space will be ready in time for summer, and both the Teen Advisory Group and Tommy Douglas Staff are excited for its launch. Duncan and Acting Branch Manager Jamie met with the coordinator of the Edmonds Youth Lounge to learn more about teens in the area and how they use their space, which is connected to the Edmonds Recreation Centre’s large gym. Duncan and Jamie were told that teens in the neighbourhood have been asking for somewhere they could go during the day, which matches our vision to provide a friendly and creative space for teens in our community that is open anytime during our operating hours.



## Accessibility tools

Although BPL staff are busy planning large building projects, sometimes little ideas can make a huge difference. At Cameron, conversations with patrons with vision challenges led to one information clerk taking this information to the larger team and suggesting that we purchase tools such as a magnifying glass or reader that could be offered to patrons. These tools were quickly purchased and immediately put to use by Cameron patrons.

## 4. Invigorate people & culture

We will:

- Support staff to reach their full potential
- Deepen our learning and integration of the principles of Truth & Reconciliation
- Transform our work processes and systems
- Strengthen our partnerships
- Promote our services

STAFF TRAINING	Q1 2021	Q1 2022	Increase/Decrease	
			Number	%
Training Sessions/ Conferences Attended	42	69	27	64.3%
Staff Attending Training/Conferences	127	92	-35	-27.6%

## Operating Plan Project Updates

Project	Project Sponsor	Update
4.1 Build an inclusive and supportive workplace for staff who are Indigenous, Black or persons of colour	Beth	Not yet begun
4.2 Address racial harm towards staff and patrons who are Indigenous, Black or persons of colour	Beth	Not yet begun
4.3 Build anti-racism into our organization and our daily work	Beth	Anti-racism training consultants selected; training likely delivered in Q2
4.4 Improve the Public Service Staffing Model	Heidi	The Public Service Staffing Model team created a 2022 Action Plan to implement the recommendations from last year's staffing model evaluation. In Q1, the team focused on clarifying the information referral process, and creating project plans for improving public service communication and providing a refresher training for Librarians.
4.5 Revise BPL security practices	Heidi	Project lead was selected and work will begin in Q2.
4.6 Improve materials handling processes	Heidi	Co-leads were selected and project work will begin in Q2.

4.7 Create new staff intranet	Trish	Project leads are currently exploring two possible solutions with City of Burnaby IT, and both look promising. Support for the library's current system has been extended to November 2023, and staff are reconsidering the timeline for this project given that change. This project is currently scheduled for completion in Q3 2022, but may extend into 2023.
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**Anti-racism commitments conversations**

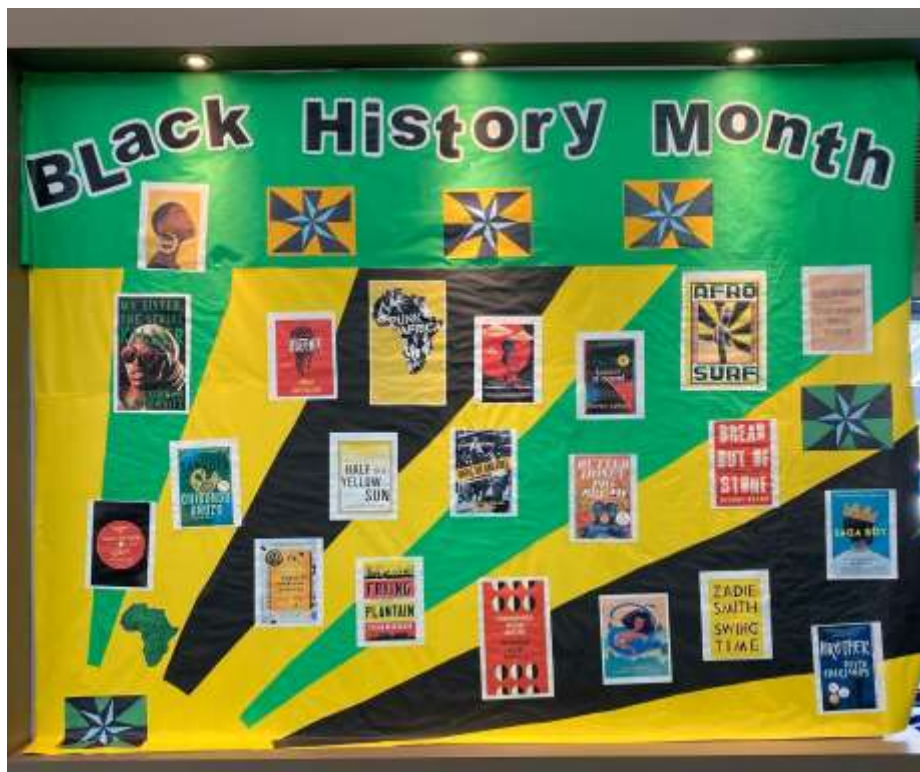
In March, we shared BPL’s Anti-Racism Commitments with staff. Each staff member and trustee received a print copy of the Anti-Racism Commitments booklet, and the Public Engagement & Awareness team also produced posters that were displayed in worksites to prompt thinking, questions and conversations. From March 9 to 31, Andrea Lam and Emily Guerrero, co-leads of the Anti-Racism Working Group, and Mariah Gastaldo, the Indigenous Initiatives Working Group Lead, facilitated conversations with staff in small groups. Collections and Technology Director Trish Mau assisted with facilitation, and Chief Librarian Beth Davies attended conversations to listen and provide an introduction. In total, 140 staff attended 30 conversations. In April, themes from the conversations will be shared with staff, and work will be done to map out resources needed for moving the commitments forward, and to begin to identify project scopes.

**Indigenous Initiatives Working Group**

The Library’s Indigenous Initiatives Working Group (IIWG) held a virtual retreat in January 2022. The goals were to reflect, think big picture about the group’s work and the Truth and Reconciliation Commission calls to action, as well as plan for the year. The activities were grounded in four-fold practice -- a key component of Indigenous art of hosting that emphasizes the co-creation of the group’s work and direction. Members of the group were asked to read the Truth & Reconciliation Commission of Canada: Calls to Action, as well as the CFLA Truth and Reconciliation Report and Recommendations for Libraries. Activities included a zine storytelling workshop with Tahltan comic artist Cole Pauls, comparing the IIWG activities framework to the TRC Calls to Action, and hosting an Action Café for 2022 projects. The IIWG will move forward with this work grounded in care for each other and centering voices of community, as well as understanding the long-term and untraditional nature of this work.

## Using anti-oppression learning in our daily work

In recognition of BPL's commitment to anti-racism and anti-oppression work, staff have actively sought ways to make our space more reflective of the communities we serve. This quarter, several branch displays were created in order to highlight BIPOC voices and multicultural celebrations. Many of these displays were spearheaded by BIPOC staff members in consultation with their wider teams. Displays included: Black History Month, Lunar New Year, Ramadan, Indigenous Women's Authors in honor of Women's History Month, Nowruz and Freedom to Read. Several patrons commented that they were happy to see their public library engaging with such important topics.





## Comments and suggestions from patrons

A patron who experienced an episode of low blood sugar reported that staff were very kind to her in ensuring that she could get home safely.

*Metrotown patron*

I just want to say that the people who work here are very very nice and friendly

*McGill patron*

I really love McGill! I especially love the TV DVD series as I don't have cable and am about to cancel Netflix as I can find what I need at McGill. Thanks again for doing a great job!

*McGill patron*

I love the auto-renew feature that BPL has implement. It is a great reminder for me when items are "overdue" while also giving me some time to bring them back

*Cameron patron*

I love your Library! We live in Port Moody, but you have so many more books. It's smaller, but you have more!

*Cameron patron and mom of twins*

An elderly patron came in and made a point of letting staff know that she was grateful for help in setting up a COVID-19 booster appointment. They said: thank you! I've waited so long.

*Cameron patron*

Please re-institute fines as an incentive for people to return items on time in a timely manner. I'm finding many items of interest whether books or films are being held onto excessively long.

*Library patron, via comment card*

I've been meaning to mention, but I love several of the changes you have made over the last few years - no fines, and automated renewals with email to tell you what's been renewed or not. Both are very helpful for me especially as life has been more chaotic during the pandemic - one less thing to worry about and keep track of! These process changes provide excellent service and are encouraging of ongoing library usage. Thank you!

*Library patron, via email*

Nothing but a good experience at Tommy Douglas. Staff helpful even going out of way to help me find books that they don't have.

*Tommy Douglas patron*

I love being able to check books online and place holds on books. When I get a notice saying one of my choices come in it is like getting a gift in the mail. I am also thankful for the reminders that books are due.

*Library patron, via online form*

The staff were so wonderful, and the lady who helped me get my library card was so welcoming and informative! I really like the sign you have that says 'No ID, no address, or new name → no problem' for getting a library card. It's encouraging and positive for people who may be hesitant to get one ☺. I ♥ Tommy Douglas!

*Tommy Douglas patron*

We want to [bring] back the sale table. Used books. Second hand. Thank you.

*Tommy Douglas patron*

We were totally impressed by the help we received on our visit to the library by both Andrei and Eva. They did so much more than we expected and we cannot say enough good things about them!

*Tommy Douglas patron*

Dear folks at the Home Library. Just a big thank you for your kindness in arranging books and bringing them to my doorstep. I do enjoy reading them so much. May the Lord bless you. Please use this cheque towards the Home Library with my gratitude.

*Home Library & Accessible Service patron*



A handwritten signature in grey ink, appearing to read 'Beth Davies'.

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY





**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2022 APRIL 21

**SUBJECT:** COVID-19 UPDATE

**RECOMMENDATION:**

**THAT** the Board receive this report for information.

**REPORT**

This report updates the Board on library operations, activity levels, and COVID-19 vaccination policy.

**Library Operations**

Remaining restrictions on services such as in-person programming and on community groups booking meeting rooms will be removed this month.

There is no plan to further increase library hours. Current library hours are:

Monday to Thursday	10am to 8pm
Friday and Saturday	10am to 6pm
Sunday	12pm to 5pm

**Communicable Disease Plan**

On April 9, the City and the Library transitioned from a COVID-19 Safety Plan to a Communicable Disease Plan. Under this plan, staff are encouraged to continue to stay home when sick, wear a mask if they choose, and practice basic COVID-19 safety measures such as handwashing. Staff are still required to report COVID-like symptoms and COVID-19 testing to their supervisor. This information is shared with the City’s Occupational Health and Safety staff. The removal of physical barriers such as plexiglass will be assessed by managers and supervisors in consultation with library staff and with the City’s Occupational Health & Safety staff.

**COVID-19 Vaccination Policy**

Effective April 8, the COVID-19 Vaccination Policy for Employees was placed on pause. The Vaccination Policy and related Rapid Test Screening Program for any staff who have not provided proof of vaccination was paused, and staff are no longer required to

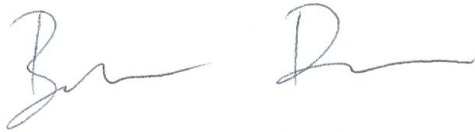
submit to regular testing. The City and Library will continue to require new volunteers, new hires and contractors to submit their proof of vaccination.

Total costs of the testing program from November 22 to April 8 are below:

<b>Cost type</b>	<b>Unit cost</b>	<b>Total cost</b>
Testing kits	\$264/box	\$3168
Time – staff being tested	\$30/hour	\$1525
Time – observers	\$50/hour	\$3025
Time – planning	varies	\$4375
<b>Total costs</b>		<b>\$12,093</b>

### **Staff Impact**

Adjusting to changing public health orders has been stressful for public service staff this quarter. The mask mandate for indoor public spaces was removed on March 11; it was a relief to staff to not have conversations about wearing masks, but some staff are uncomfortable with patrons not wearing masks. Masks are optional for staff. Staff absences due to COVID-19 resulted in staff shortages in January, which led to increased stress and an early closure of the McGill branch on one occasion.



Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY



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**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2022 APRIL 21

**SUBJECT:** MOSAIC SCOPE PROJECT

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**RECOMMENDATION:**

**THAT** the Board receive this report for information.

**REPORT**

**SCOPE** is a program run by MOSAIC that provides racialized newcomers with training and information on becoming board members. This includes practical information, and also conversations on topics about being on a board as a racialized immigrant, such as power dynamics and tokenism. MOSAIC is looking at putting participants directly in touch with local boards, having participants attend board meetings, and is also looking at creating a panel or a fair to link racialized board members with participants.

Three asks of BPL trustees:

- That the BPL Board invite program participants to attend an upcoming board meeting.
- That individual trustees meet with program participants before and/or after the meeting to give background and answer questions. Ideally, this work would be done by racialized trustees
- That individual racialized trustees consider attending an upcoming MOSAIC event to meet program participants. The format of the event is not yet decided, but it could be a speaker panel or a more informal fair with opportunities for individual conversations.

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY