

BURNABY PUBLIC LIBRARY BOARD

AGENDA

Regular Meeting

DATE: 2022 November 17 (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 hən̓q̓əmi̓n̓əm and Skwxwú7mesh speaking peoples, and to extend appreciation for the opportunity to hold a meeting on this territory.

Teen Librarian Duncan Olenick will be on hand to provide the Library Board with a presentation on the program series "Julia's Studio".

PAGE NO.

1. **Motion** to receive agenda

2. **Minutes** (5 minutes incl. agenda)

i) **Motion** to adopt the minutes of the regular meeting held 2022 October 20 as circulated

ENCLOSED

3. **Reports** (10 minutes total)

i) **Board Chair** (verbal)

ii) **Council Liaison** (verbal)

iii) **InterLINK Representative** (verbal)

4. **Items for Decision**

i) **Proposed 2023 Meeting Locations** (5 minutes)

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5. **Items for Information**

i) **Anti-Racism** (10-15 minutes)

2-4

ii) **Pre-Pandemic Activity Levels Comparison** (10-15 minutes)

5-7

6. Other Business

7. Next Library Board Meeting – 2022 December 8 at 7:00pm via Zoom.

8. Adjournment

Motion to that the regular meeting adjourn and that the Board resolve itself into an in camera meeting from which the public is excluded to consider financial matters.



TO: CHAIR AND TRUSTEES
BURNABY PUBLIC LIBRARY BOARD

FROM: HUMAN RESOURCES COORDINATOR - LIBRARY
BURNABY PUBLIC LIBRARY

SUBJECT: PROPOSED 2023 MEETING LOCATIONS

DATE: 2022 NOVEMBER 17

RECOMMENDATION:

THAT the Board approve meeting locations for 2023.

REPORT

1. Background

At the October Library Board meeting, trustees approved the schedule for Board meetings in 2023. All meetings are scheduled for 7:00pm.

Quarterly in-person meetings are being recommended, as indicated below. The remaining meetings will continue to be held via Zoom.

2. Recommended Schedule

January 19	July 20
February 16	(no meeting in August)
March 16 at Tommy Douglas	September 21 at Cameron
April 20	October 19
May 18	November 16
June 15 at McGill	December 14 at Metrotown

Sharon Notarrigo
HUMAN RESOURCES COORDINATOR - LIBRARY
BURNABY PUBLIC LIBRARY



TO: CHAIR AND TRUSTEES
BURNABY PUBLIC LIBRARY BOARD

FROM: CHIEF LIBRARIAN
BURNABY PUBLIC LIBRARY

DATE: 2022 NOVEMBER 17

SUBJECT: ANTI-RACISM

RECOMMENDATIONS:

THAT the Library Board receive this report for information

REPORT

Background

In early 2021, BPL hired consultants Camille Dumond and Melanie Matining to conduct an anti-racism climate audit. The consultants met with library staff and trustees in group and individual meetings, and also received feedback from staff in writing. The Anti-Racism Climate Audit was shared with staff and board in July 2021. In March, BPL shared Anti-Racism Commitments with staff and trustees. The starting place for developing these commitments was through stories shared by staff and the consultants' recommendations presented in the audit. The commitments were further developed through conversations with staff, including members of senior staff and the leads of the Anti-Racism, Indigenous Initiatives, and Transgender Inclusion working groups.

Work Completed

The work to implement the anti-racism commitments began in 2022, and the following work has been completed:

- In March, BPL held facilitated small-group conversations with staff to discuss the commitments and lay the groundwork for the work to come in 2022. In total, 140 staff attended 30 conversations.
- Four exempt managers have been hired under the BC Human Rights Commission's Special Program, where all exempt positions are posted and hired as BIPOC-preferred.
- The Board awarded two Picard Trust awards for library school students who identify as Indigenous, Black or a person of colour.
- Senior staff training in conflict resolution was delivered in November 2021, and further training to increase staff capacity to work with differences in a group was delivered in April and May 2022. This training was funded by the Library endowment fund.
- All staff training on anti-oppression was held in June, July and August. This one-day training was intended to give all staff foundational knowledge about anti-oppression and

anti-racism. Thanks to Library Board-approved branch closures, 170 staff were able to attend. This training was funded by the Library endowment fund.

Next Steps in Implementing the Anti-Racism Commitments

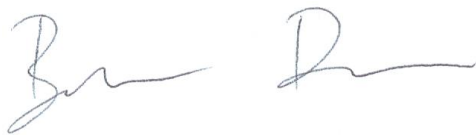
In the last few months, a group of staff – Chief Librarian Beth Davies, Directors Trish Mau and Heidi Schiller, Managers Noreen Ma, Maria Han and Desiree Baron, and equity group leads Emily Guerrero, Mariah Gastaldo and Andrea Lam – have created a project roadmap to guide how this work will be done.

The project is large and has many parts, with the goal of implementing the actions identified in BPL’s Anti-racism Commitments. As a roadmap, the document provides a high-level overview of the plan, including action items, start and implementation dates, information about sponsors and leads, meetings, and communication. Project leads will create separate, detailed project plans for implementing each commitment, which will include opportunities for staff involvement and input.

Key projects in the roadmap are reproduced below. Although we have included completion dates and timelines for these projects, we acknowledge that many projects are ongoing and ever-changing within the organization in recognition that good anti-racism work is never truly finished.

Action	Start Date	Implementation Date
1A. Address racial inequity at exempt level through BC Human Rights Commission special hiring program.	Already begun	Implemented
1B. Offer two annual scholarships of \$2,500 to BPL staff who are Indigenous, Black or people of colour enrolled in library school.	Already begun	Implemented
1C. Develop, support and create safe spaces for staff who are Indigenous, Black or people of colour to share experiences.	Q4 2022	Q2 2023
1D. Work with staff who are Indigenous, Black or people of colour to review and revise hiring, interview, evaluation and promotion practices.	Q1 2023	Q4 2023
1E. Actively support professional development opportunities for staff who are Indigenous, Black or people of colour.	Q1 2023	Q4 2023
1F. Train supervisors in anti-bias hiring practices.	Q1 2023	Q4 2023
2A. Revise the Code of Conduct to include a statement that harassment, verbal abuse or racism will not be tolerated.	Q4 2022	Q4 2022
2B. Create ways to support staff who are Indigenous, Black or people of colour following incidents of racial harm.	Q4 2022	Q2 2023
2C. Deliver disruptive behaviours training and revise procedures with an anti-oppression and trauma-informed lens.	Q4 2022	Q2 2023
2D. Deliver respectful workplace training with an anti-oppression lens.	Q3 2023	Q4 2023
2E. Offer bystander intervention training.	Q4 2022	Q1 2023
3A. Train supervisors on managing conflict and facilitating difficult conversations.	Already Begun	Implemented

3B. Provide time, structure and support for staff leading anti-racism work, including the Anti-Oppression working groups.	Already Begun	Q3 2022
3C. Build time for anti-racism work into staff schedules.	Q4 2022	Q1 2023
3D. Deliver anti-racism training for all staff to build shared understanding of racism and anti-racism concepts such as microaggressions, privilege and institutional racism.	Already Begun	Q3 2022
3E. Develop a framework to help staff do their work through an anti-racism lens.	Q4 2023	TBD



Beth Davies
 CHIEF LIBRARIAN
 BURNABY PUBLIC LIBRARY



TO: CHAIR AND TRUSTEES
BURNABY PUBLIC LIBRARY BOARD

FROM: DIRECTOR, PUBLIC SERVICE
BURNABY PUBLIC LIBRARY

DATE: 2022 NOVEMBER 17

SUBJECT: PRE-PANDEMIC ACTIVITY LEVELS COMPARISON

RECOMMENDATION:

THAT the Board receive this report for information.

REPORT

At the October 2022 Board meeting, Trustees requested information on the Library's current activity levels compared to pre-pandemic levels. This report focuses specifically on comparisons related to library visits, circulation, and computer use. Because this year's spring and summer Metrotown closure significantly impacted system-wide activity levels, staff used the first quarters of 2019 and 2022 for this report's statistical comparison.

The analysis shows that the library still has not fully rebounded to pre-pandemic levels, especially when it comes to in-person activities. In Q1 2022, library branch visits were 53 percent of pre-pandemic levels, with just over 242,000 visits in 2022, compared with just over 454,000 visits in 2019. Computer sessions in Q1 2022 were only 47 percent of pre-pandemic levels.

Circulation has rebounded more. In Q1 2022, the Library's physical circulation was 84 percent of pre-pandemic levels. Digital circulation has increased dramatically by 244 percent from 2019. When combined, physical and digital circulation in Q1 2022 was 93 percent of pre-pandemic levels.

The following tables offer detailed breakdowns of the statistics.

Visits to Branches

Q1 2022 is **53 percent** of pre-pandemic levels.

<i>VISITS TO BRANCHES</i>	Q1 2019	Q1 2022	Increase/Decrease	
			Number	%
Metrotown	176,831	89,066	-87,765	-50%
McGill	113,371	69,260	-44,111	-39%
Tommy Douglas	100,454	49,123	-51,331	-51%
Cameron	63,545	34,594	-28,951	-46%
TOTAL	454,201	242,043	-212,158	-47%

Computer Sessions

Q1 computer sessions were **47 percent** of pre-pandemic levels.

<i>COMPUTER SESSIONS</i>	Q1 2019	Q1 2022	Increase/Decrease	
			Number	%
Metrotown	18,522	8,735	-9,787	-53%
McGill	8,147	4,047	-4,100	-50%
Tommy Douglas	15,712	6,980	-8,732	-56%
Cameron	4,204	2,330	-1,874	-45%
TOTAL	46,585	22,092	-24,493	-53%

Circulation

Q1 2022 physical circulation is **84 percent** of pre-pandemic levels.

<i>CIRCULATION – PHYSICAL ITEMS</i>	Q1 2019	Q1 2022	Increase/Decrease	
			Number	%
Adult	412,665	292,811	-119,854	-29%
Teen	23,952	26,925	2,973	12%
Children	325,940	327,854	1,914	1%
TOTAL	762,557	647,590	-114,967	-15%

Q1 digital circulation is **344 percent** of pre-pandemic levels.

CIRCULATION - DIGITAL	Q1 2019	Q1 2022	Increase/Decrease	
			Number	%
Physical	16,063	65,384	49,321	307%
e-Audiobooks	9,950	24,078	14,128	142%
TOTAL	26,013	89,462	63,449	244%

Q1 combined physical and digital circulation is **93 percent** of pre-pandemic levels.

COMBINED CIRCULATION	Q1 2019	Q1 2022	Increase/Decrease	
			Number	%
Physical	762,557	647,590	-114,967	-15%
e-Books	16,063	65,384	49,321	307%
e-Audiobooks	9,950	24,078	14,128	142%
TOTAL	788,570	737,052	-51,518	-7%



Heidi Schiller
 DIRECTOR, PUBLIC SERVICE
 BURNABY PUBLIC LIBRARY