

Director's Report

Sechelt Public Library

September 26, 2021 – October 30, 2021

By Leianne Emery

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1. Did you know...

...that Claire has just completed a multi-page “Shelving Guideline for Volunteers”. As discussed in the September Directors Report (see section 2 page 4) Claire is now doing all the work with the Public Services volunteers – and doing an amazing job. Training takes much time, and, to make the education component easier, and so the volunteers have a document to reference, Claire has created the Shelving Guidelines for each section of the library. Here is an excerpt from adult fiction:

Shelve alphabetically by author.

When two or more items exist under the same last name, shelve alphabetically by **first** name and then **last** name.

When two or more items exist under the same first **and** last name, shelve alphabetically by title (omitting **The/A/An**).

F Atwo *The Handmaid’s Tale*

comes before...

F Atwo *Lady Oracle*

Note: When the first part of a title is a **Numeral** (1,2,3,4,5 etc), shelve before letters in numerical order.

F Patt *4th of July*

comes before...

F Patt *Alert*

2. Did you also know...

That we just won another grant for \$7541. More details to come in November’s Report.

3. Accessibility Acts

Canada:

- The Accessibility Canada Act received Royal assent in June 2019.

Provincial:

- Four provinces have all passed accessibility legislation: Ontario, Manitoba, Nova Scotia and Quebec
- Three additional provinces are intending to pass legislation: Newfoundland, New Brunswick and Saskatchewan (go Roughriders)
- **The Accessible BC Act received Royal Assent on June 17, 2021.**

Accessible BC Act:

- Accessibility legislation seeks to identify, remove and prevent barriers to inclusion experienced by people with disabilities.
- The legislation will:
 - o Enable government to establish accessibility standards
 - o Allow for the establishment of a Provincial Accessibility Committee to support the development of Accessibility Standards
 - o Direct BC Government to establish a multiyear accessibility plan, accessibility advisory committee and feedback mechanism

What does this mean for Sechelt Public Library?

- The Province is still establishing recommendations as to which types of industries this new legislation will apply to – but more than likely it will be applicable to libraries.
- We will likely eventually be required to:
 - o Establish an accessibility committee
 - Must have at least 50% members with disabilities
 - Must represent the diversity of British Columbians
 - Must have indigenous representation
 - o Establish an accessibility plan
 - o Establish a mechanism for feedback

Our Sechelt Staff:

Among the many things Janette does, she is also our local specialist in Accessible Services. These unique services are more in demand than ever. These can include, but are certainly not limited to: sourcing specialized audio books for patrons with accessibility issues (eg. daisy reader compatible), one on one instruction in the operation of Daisy Players (we just purchased two additional), instruction in how to access specialized digital downloads and in the correct usage of screen readers (eg. voice-over on apple i-pads and i-phones, talk back on android), working with patron's unique accessibility settings on their own devices, instruction in Easy Reader app design for visual and reading impairments like dyslexia.

4. Provincial Health Orders

Orders by the Provincial Health Officer (PHO), provincial restrictions and guidance change frequently – almost daily. The safety protocols and practices we currently have in place currently come from:

1. BC Provincial Order on Gatherings and Events (October 25, 2021)
2. BC Provincial Order on Face Coverings (September 28, 2021)
3. BC Provincial Order on COVID 19 Vaccination Status (September 9, 2021). This order was officially “archived” and there is no current Order available.

PHO Orders:

<https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus#orders>

Provincial and Regional Restrictions:

<https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions#pho-order>

Proof of Vaccination and the BC Vaccination Card

<https://www2.gov.bc.ca/gov/content/covid-19/vaccine/proof#required>

What does this mean for the library?

1. Face Coverings: **(the mask mandate was just extended on October 29th)**
 - Face coverings must still be worn at all times while in a library facility (community room, foyer and library)
 - **The most recent change now requires persons age 5+ to be wearing masks. The previous age was 12+.**
 - **Masks may now be removed by a staff member is it to aid in communication with someone who is hearing impaired. We have chosen this allowable option to be restricted to when we are sitting at the Reference and Circulation desks only.**
 - Although we are now technically allowed to remove them in a staff area, most libraries are still adopting the practice of the previous regulations of having staff wear a mask while walking in the staff areas but allowing the mask to come off while sitting at our desks.
 - Indoor Programming does require masks
 - Face Covering are NOT required for our outdoor activities and programming.

2. Vaccine Passports:

- We continue to assist many patrons in accessing government websites to print off their vaccine passports. Patron struggle with access, navigation and printing.
- Vaccine passports are NOT required to be checked when entering the library facility.
 - o This exclusion also applies to Book Faires and Repair Café – or outside organizations using the libraries facilities – BUT they MUST stay under 50 people in attendance at one time
 - o Vaccine Passport checking with ID checking would be required if we had an event with 50 people or more

3. Cleaning Procedures:

- We are still abiding by morning and evening cleaning requirements in the third phase of the BC Restart Plan which commenced July 1 (with some alterations) as they are more stringent than the current Communicable Disease Plans. The public washrooms are cleaned by the janitorial service daily. (Speaking of public washrooms...last week one of our dungeons and dragons participants found a needle hidden in one of the bathroom stalls, Jeff assisted a man who had collapsed in the washroom entrance due to physical disability and someone stole the swing arm that keeps the family washroom locked. All in a week's events at the library. All have been addressed.)

[illegible]

5. Funding Payments

The Funding and Service Agreement includes percentage and payment timing obligations:

	Beginning of Q1	Beginning of Q2	Beginning of Q3	Beginning of Q4
DOS	30%	30%	20%	20%
SCRD	25%	25%	25%	25%
SIGD	50% January 5	50% May 31	0%	0%

Funding received to date:

	Q1 pmt	Q2 pmt	Q3 pmt	Q4 pmt
DOS	Received	Received	Received	Yet to be received
SCRD	Received	Received	Received	Received
SIGD	Received	Received	N/A	N/A

6. Budget 2022 - 2026

Internal Budget

Hit by a Bus Binder:

In furtherance to last month's entry on this topic, MJ and I have worked hard to complete the information in the "hit by a bus" binder for our Financial Statements and budgeting purposes. This binder outlines every receivable and expenditure that our Financial Statement line items include and is a key aid used in cash projections and budgeting.

2022 – 2026 Budget:

MJ and I have put this budget together and the finance committee has gone over it in detail with me. It will be presented at the Board Meeting.

Outstanding Salary and Benefit Component:

As this is the largest segment of the budget, it is not optimal that we do not yet have finalization of this process. The months long staff job re-evaluation project is essentially complete and final results were presented to CUPE 391 Union. More work with the Union will happen in October.

SCRD Special Corporate and Administrative Services Committee

Although we currently have a 5-year funding Agreement in place with our three main funders (SCRD, DOS and the SIGD), we will still be presenting a 5-year budget to the SCRD with a slightly different format to last year.

Pre-budget	November 1 and 2 (we do not have to submit or present at this meeting)
Round 1	December 13-15 (our submission must be in by November 15)
Round 2	January 24-26, 2022
Final Adoption Plan	February 24, 2022

7. Social Media Marketing and Promotion

We try to focus on interesting facts, promotion of our many databases, programming, visitors to the library, library items, library services, magazines, new arrivals, holidays, Book Faires, etc.

As at October 28, 2021, our current Social Media following is:

1009 Facebook

577 Twitter

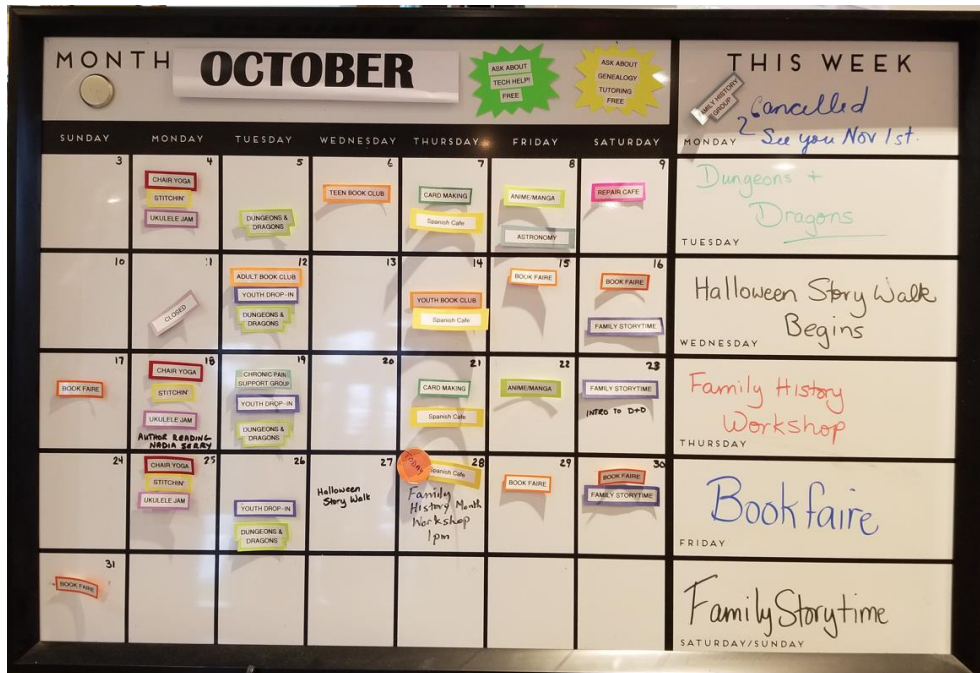
844 Instagram

Remember – these are JUST the photos – there is also written content that goes along with every social media post.



Directors Report

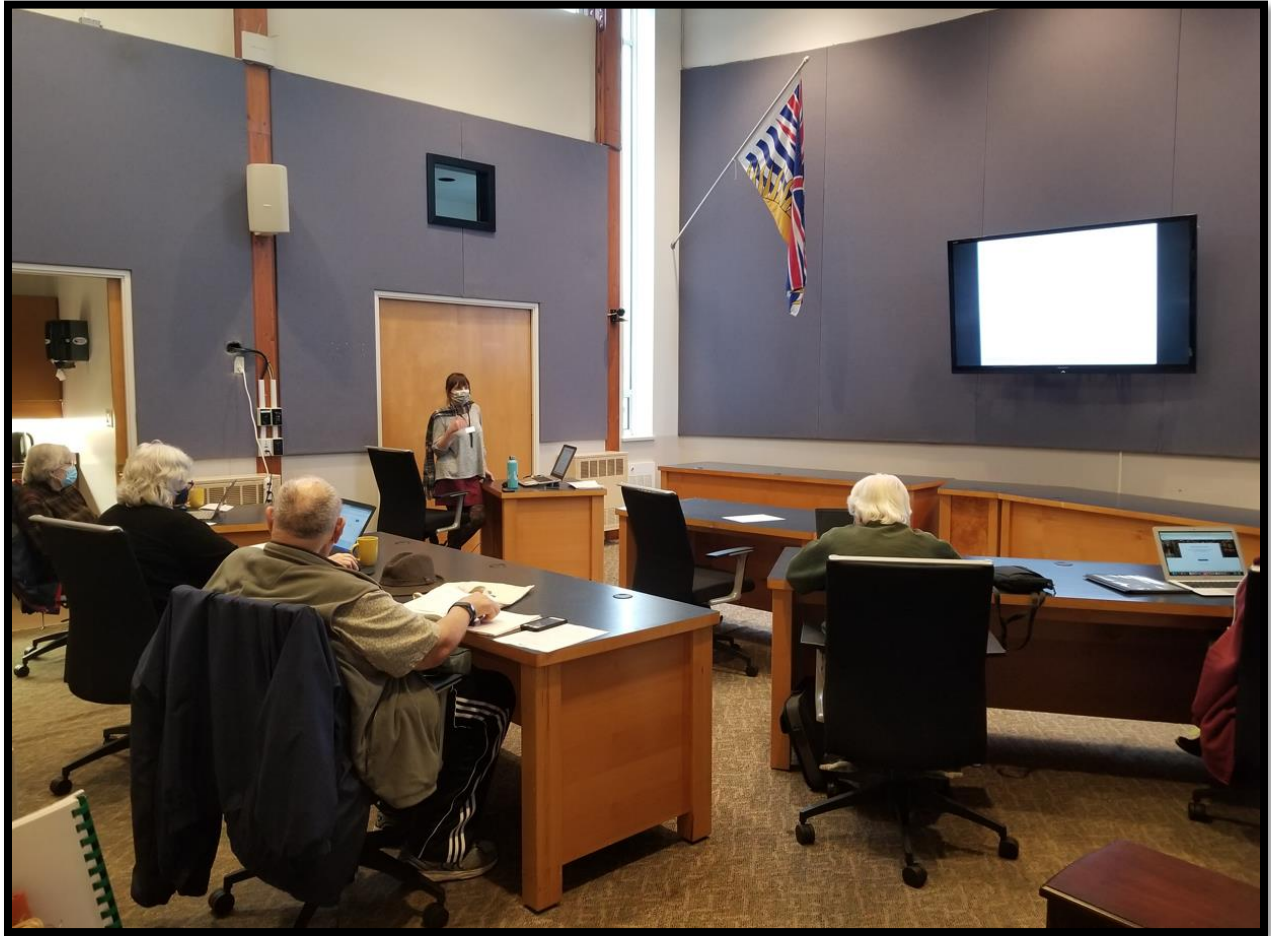
8. Program Photos



The very popular "Ukulele Jam" has now moved indoors. The benefit is that now all of us in the library can hear this wonderful music!

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Teresa teaching a course on Family History – as they are spaced apart, not all participants fit into my photo! October is also Family History month and the first half of October we had a display up to focus on this subject. Teresa also takes one on one appointments to tutor our patrons in genealogy research and is booked all the time.



Sam is using the Cricut Machine (purchased by Friends of the Library). Note the input of a piece of brown felt and then note the output - Mr. Mouse below!



9. Summer Reading Club Photos

As mentioned in previous Directors Reports, Sam put on a fantastic summer reading program this year – including some amazing Take n Make packages for the kids. Cathy, one of our casual staff, also helped Sam each week with the creation of these labor-intensive packages. Prizes were awarded and photos are below.



Allegra - School Age Prize Draw winner



Joni - Preschool Prize Draw winner

Directors Report



Sam with medals from years gone by! Note the new custom shelving in the background - made specifically for our French and holiday books to be moved into that location. Although the shelving units now sit on a concrete ledge (secured of course) these shelves were made to accommodate future movability and flexibility in mind.



10. Program Guides – November 2021


SECHELT LIBRARY
Space to think

REGISTRATION

All programs are **FREE!**
 Call (604) 885-3260 or drop by the library to register.
 Masks required for all indoor programs

LIBRARY HOURS

Monday:	10-5
Tuesday:	10-5
Wednesday:	10-6
Thursday:	10-5
Friday:	10-5
Saturday:	10-3
Sunday:	Closed

CONTACT

(604) 885-3260
 info@sechelt.bclibrary.ca

SOCIAL MEDIA

For more exciting information and photos, follow us on social media.

- @secheltlibrary
- @secheltlibrary
- @secheltlibrary

Remembrance Day

November 11, 2021

In Flanders Field
 By
 John McCrae

In Flanders fields the poppies blow
 Between the crosses, row on row,
 That mark our place; and in the sky
 The larks, still bravely singing, fly
 Scarce heard amid the guns below.

We are the Dead. Short days ago
 We lived, felt dawn, saw sunset glow,
 Loved and were loved, and now we lie,
 In Flanders fields.

Take up our quarrel with the foe:
 To you from failing hands we throw
 The torch; be yours to hold it high.
 If ye break faith with us who die
 We shall not sleep, though poppies grow
 In Flanders fields.



ONE-ON-ONE SUPPORT

Genealogy Tutoring **FREE**

Curious about your history? Want to discover your family tree?
Appointment required.

Tech Education **FREE**

Monday, Tuesday, Wednesday 10:00-12:00
 30 minute one-on-one sessions with our local tech expert. **Appointment required.**

Repair Café **FREE**

Saturday, Nov 13th, 10:30-2:30
 Free, while you wait, repair to domestic appliances and devices by volunteers from Gibsons Repair Café.

Accessibility Services **FREE**

One on one assistance with Daisy audio players, and other accessibility programs and resources for individuals with visual impairments. **Appointment Required.**

FRIENDS OF THE LIBRARY

Book Faire

Fri, Sat, Sun, Nov 19-21 **Community Room**
 Hosted by Friends of the Library.
 Donations are limited to 1 box of great books on Friday and Saturday only, during Book Faire hours. Flash Sale On Sunday.



November 2021 Program Guide



ADULTS

Dungeons & Dragons

Tuesdays, 5:30-8:30 **Library Lobby**
 Adventure begins at the library! Come and delve into the fantastic stories of Dungeons and Dragons and take part in creative story gaming. New players welcome. Teens and adults of all ages.

Writer's Group **NEW**

Thursday Nov, 4, 18, 25, Dec 2, 9 **Community Room**
 Creative writing for fun. Led by experienced author Sherry Latimer this group is open to all ages and skill levels.
Registration Required

Adult Card Making

Thursday, Nov 4th, 18th, 11:00-12:00
Community Room
 Join Ruth Moore for a free card-making class! All supplies provided.

More Crafts **NEW**

Thursday, Nov 25 11:00-12:00 **Community Room**
 Join us for fun and creative crafting! All supplies provided.

Sechelt Family History Group

Monday, Nov 22 6:30 - 8:30 **Community Room**
 Interested in your family history? Come and join this group of dedicated ancestor hunters.

Ukulele

Monday, 2:00-3:30 **Community Room**
 Fun ukulele jam for all levels. **Drop In - Limited Seating**

Astronomy Group Meeting

Friday Nov 12, 7:00 - 9:00 **Via Zoom**
 Presentation by Sunshine Coast Astronomy Club

Chronic Pain Education & Support Group

Tuesday, Nov 16, 11:00 - 1:00 **Community Room**
 Regular education and support group for people experiencing unrelieved pain.

Chair Yoga

Mondays, 10:30-11:30 **via Zoom and in person.**
Community Room
 Join Julie Morgan for this gentle form of yoga.

Stitchin'

Mondays, 11:30-1:00 **Community Room**
 Bring your knitting/crochet/stitching project and enjoy a friendly stitchin' session with other crafters. Wool and needles available if you want to knit scarves & hats for others this winter.

Author Reading: **NEW**

Monday Nov 15, 5:00 **Community Room**
 Join Phyllis Dyson as she reads from her first book *Among Silent Echoes*.

Spanish Café

Thursday Nov 4, 1:00-2:00 & 2:00-3:00 **Community Room**
 Practice your Spanish in a friendly environment with Marcy Solis De Ovando.
Registration Required

Advanced Care Planning Workshop

Tuesday, Nov 2, 1:00 **Community Room NEW**
 What kind of health and personal care would you want if you weren't able to speak for yourself?
 Join Joan Hibbard and learn more about the options that are available and what you need to put into writing. **Registration Required. (Vaccine Passport and Masks Required for this workshop ONLY.)**

Winnie The Pooh Storytime & Tea

Monday Nov 29, 5:00 **Community Room NEW**
 Celebrating the writing of A.A. Milne and the beloved stories of Winnie-the-pooh. An adult story time with Richard Austin.

General Fiction Book Club

Tuesday, Nov 9, 1:00-2:30 **Community Room**
 General Fiction Book Club meets monthly. This month's book is *The Dalai Lama's Cat* & *The Art of Purring* by David Michie

Mystery Book Club **NEW**

Tuesday Nov 16, 1:00 - 2:30 **Community Room**
 Welcome back and welcome new members! Join us to create a book list of mysteries for future readings.

Non-Fiction Book Club **NEW**

Tuesday Nov 23, 1:00 - 2:30 **Community Room**
 Join us to setup this brand new book club at the Library. Bring your ideas and book suggestions.

New Book Clubs

Interested in a specific type of book club? Let's talk. Email: info@sechelt.bclibrary.ca

CHILDREN & TEENS

StoryTime

Saturday, Nov 6, 13, 20, 27 10:30 - 11:00
Children's Area or outside.
 Recommended for families with children 5 and under. Join us on Saturday for a drop-in Family Storytime for books, songs, and play.

Halloween StoryWalk®

Wednesday Oct 27 - Tuesday Nov 2 **Rockwood**
 Read a book while enjoying nature with a family StoryWalk®. Visit anytime during the week. All Ages Welcome.

Kids Card Making

Saturday, Nov 27, 1:00 - 2:00 **Community Room**
 Ruth Moore will be leading this free workshop on card making and design. All Supplies provided.
 Ages 4-8

Teen Book Club

Thursday, Nov 18, 3:30-4:30 **Teen Area**
 Read *One of us is lying* by Karen M. McManus, and discuss it with us. Snacks provided! Ages 13-19.

After School Drop In

Tuesday, Nov 2, 9, 16, 23, 30, 3:00 - 5:00
Community Room
 Hang out, work on homework, use a computer or iPad, or do an activity. Ages 9-18.
 • Nov 2 & 16 - Video Games and Tech
 • Nov 9 - Arts and Crafts
 • Nov 23 - Movie
 • Nov 30 - Board Games

Teen Anime Club

Friday, Nov 12 & 26, 3:00-5:00 **Community Room**
 Join us to watch anime and discuss manga. Snacks provided. Ages 9-18. The content is rated Pg13 or TV14.

Dungeons & Dragons

Tuesdays, 5:30-8:30 **Library Lobby**
 Adventure begins at the library! Come and delve into the fantastic stories of Dungeons and Dragons and take part in creative story gaming. New players welcome. Teens and adults of all ages.

Teen Advisory Group & Teen Book Reviews

Have a say in what Teen programs we offer, review books and earn volunteer hours. Ages 13-19. Email sam.iversen@secheltlibrary.ca to join our Discord Server.

11. Union Job Reclassification

Stage 1: Complete. All job descriptions have now been revised and rewritten into their draft state.

Stage 2: Complete. Local union representative (Sam) approval of initial revamps of the job descriptions.

Stage 3: Complete: CUPE Union head, Kari, to approve initial job description revamps

Stage 4: Complete. Each staff member reviews their own newly created job description

Stage 5: Complete. Initial banding and rating the jobs in a variety of categories to accurately reflect pay scale for job duties and responsibilities.

Stage 6: Not complete. Final rating and banding process has not yet been achieved and we are working within the Union process to complete.

12. Staffing Updates

Jason Gregory, our new Technology education coordinator, is now fully trained in Circulation (thank-you Teresa and Janette) and has already been able to schedule 40+ one-on-one ½ hour appointments for technology assistance for the month of October alone. He is also proctoring Exam Invigilations. In the new year, hopefully, we will be able to commence some classroom style group computer and software tutorial sessions.

13. Transit Tickets

A very good service we are able to offer to the public, but again, much staff time! January 1, 2021 to October 22, 2021, we have sold to the public:

38	adult passes
83	student/senior passes
354	books of 10 tickets

We have made \$445 in commissions. The Recreation Center has finally resumed selling transit tickets again, so this has negatively impacted out upward trend in ticket sales!

14. Halloween at the Library



Spider on the Glass - and Jeff





Scary books on the custom shelving unit (L). Sanitizing machine with spiders and webs and, of course, Rolo the dog and his mask wearing instruction (R)

15. Friends of the Library

Friends of the Library (FOL) hosted Book Faires are a lot of work – and it is all done by incredible volunteers. Storing, adjudicating, carting, sorting, cataloguing, advertising, setup, packaging, selling – it is a lot of work! Ultimately the library itself will benefit, but also the community benefits. So many citizens want to know that their treasured books are going to be enjoyed by someone else. They like recycling! Look how many Book Faire days these volunteers have hosted in the last few months!

Book Faire Dates 2021



Friends of the Sechelt Library

Book Faire Dates – 2021

Fridays - 12 to 5

Saturdays - 10 to 5 & Sundays - 10 to 3

Donations limited to one box brought in
on Friday or Saturday during the Book Faire.

No donations on Sunday please.

August 27-29

September 17-19

October 1-3

October 15-17

October 29-31

November 19-21

At the Sechelt Library – Community Room

We, as library staff, are very grateful for the huge effort all the volunteers at Friends of the Library put in. To show our appreciation this month, we purchased beautiful flowers and delivered them to the Book faire checkout table in the library community room along with a card we all signed. Thankyou FOL!



16. Not always about the books...

Our patrons tell us all the time how much they appreciate the library and its staff. Here are some Coast reporter kisses received and, although the staff certainly do not write all of them down, comments received while we are working in the library. Again – its not always about the books...

20 • Coast Reporter • Friday, October 8, 2021

Kisses & Kicks

Kisses to the woman leaving Sunnycrest Mall (SuperValu end) on Sept. 27 for giving me a new mask still in its wrapper after I had walked to the mall and forgotten my mask at home.

Kicks to the tall woman in the post office lineup at London Drugs on Sept. 29. When you were twice nicely asked by the clerk to line up in the correct spot you felt the need to say "Yes, sir" in a loud, condescending tone. Don't take out your COVID frustrations on those trying their best to help us all.

Alibrary of techie kisses to Talia. Thank you so much for your kindness, patience and amazing technical skills. All the best for your move to England. From all your Sechelt Luddites.

Extra kisses to Simon and staff at OK.Tire in Sechelt. Although I did not have an appointment, he made room for my SUV to be checked as there were some e-brake issues. After a short time, all was fixed and I was on my way. Customer service at its finest! – Cindy K

Bright and glowing kisses to the volunteers at Repair Café. Your expertise has restored my treasured 45-year-old lamp so it is no longer an electrical hazard. What a wonderful community service!

Kisses to the wonderful Telus Ambassadors who volunteered with Sechelt Hospital Foundation this week. Your generosity and community commitment are truly inspiring. Grateful for all your help over the years.

*Email your Kisses and Kicks to editor@coastreporter.net
The deadline for submissions for the Friday paper is 1 p.m. on Tuesday. Coast Reporter will run kisses and*





Kisses & KICKS



Kisses and many thanks to the young man who helped me manoeuvre my husband into our car on the 2:30 ferry from Horseshoe Bay to Langdale on Tuesday. My husband had vertigo. Your thoughtfulness was much appreciated.

A huge bunch of size “14” kicks to the butt for all the anti-vaxxers and anti-maskers not social distancing and not wearing masks protesting in front of hospitals and health-care places throughout out B.C. on Sept. 1. It begs you to wonder how many of those protesting will contact COVID-19 and need those places of health care.

Kisses to Marilyn Giesbrecht for the beautiful flower arrangements, Marilyn Sadik for the loan of her art easels, and the donor of the wine for the Building Together Design Reveal event this week. – SCCSS

Kicks to all the people who have garage sales and don’t go back to pick up their signs that they’ve pinned on trees, hydro poles and fences. Don’t be so lazy.

Kicks to the poachers that during the night dropped dozens of ling cod and red snapper carcasses at the base of Hopkins Landing wharf. You have been reported to DFO.

Kisses to whoever shovels the goose-poop from the sidewalk on Sinku Drive. Because of you I can look at the view and not where I’m putting my feet. So appreciative!

Kisses to Jane Davidson of the Festival of the Written Arts for making me so happy with a ticket on Aug. 8.

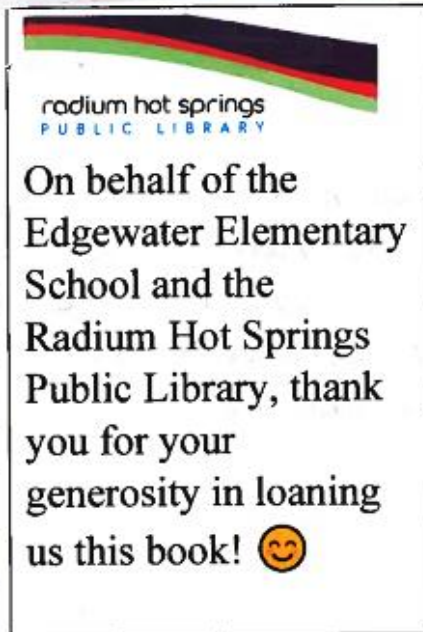
Kisses and hugs to Sam at the Sechelt library for helping me with my Kobo.

Big kisses to Cameron from Organic Pick-Up in Gibsons for finding our dog and keeping him safely in his truck until we could get there. – V&K



Oct 15/21 Thank you for being here! It has been a ~~hard~~ grace during
a hard time. ♡ (Patron is in the middle of a transitional time)

Oct 15/21



Oct 15/21 GRIEVING PATRON ... THIS HAS BEEN THE ONLY PLACE I CAN GO
TO FIND A PEACEFUL BIT OF SPACE FOR MY THOUGHTS
WITHOUT INTERUPTION AND DEMAND AND REMINDERS. ♡

Oct. 23 The little squirrels with the witches
hats + brooms are so cute! You should
have them out all year!!

October 21, 2021
Thank you for everything the library
has done during Covid and for being
open so much

October 29, 2021
Whoever hires for the library should
be commended. I have never heard
a staff member speak to me in
anything but pleasant tones. You
are all so wonderful

The machine
arr. master

The little spiders with the white
dots + brown are so cute! You should
have them out all year!!