

- Library Link will be stopping biweekly at Hazel Trembath Elementary school, which is in a temporary location following the fire that happened last year. There is no school library onsite, so the Link will be much appreciated by staff and students!
- Library Staff attended the first night of Lights at Lafarge Lake with a booth.
- Library Staff also attended the HollyDaze in Austin Heights.
- The updated CAG Handbook will be completed and emailed to CAG members next week.
- Erin Watkins is the new Director of Public Services at the library, she oversees programming and customer experience departments for both branches. She will attend future CAG meetings.
- Valerie is interested in joining the CAG. She attends many library events and has enjoyed the ones she has attended.

VI. **Feedback about the Book Sale - Tina**

- Thank you to the volunteers who helped out! Several CAG members and several teens from the TAG who helped with set up and sales.
- Great things: when the event began there was a large lineup outside the room, lots of interest in the sale!
- However, the books on offer were only some of what was available. Unfortunately some boxes of books were missed.
- Social media posts were very effective bringing attention to the sale.
- There was confusion as there was a cart of books for \$0.25 in the hallway, so some patrons brought books from the sale to the front counter for this lower price. Our intention was to have people fill a bag of books for a set amount. People were not interested in buying library bags.
- We can have another sale in January, we can ask the teens to help again, and we can try to have a book blowout. Recommend having an earlier start time, as few people came in after 1pm. Also suggestion to take photos of the books that are being offered to post on social media (especially to post on the City of Coquitlam FB page)
 - Jay advises that the library staff member who was involved in this book sale would prefer to offer the leftover books to a vendor for resale.

VII. **Feedback from members on events and ideas**

- Several members attended the Brave Spaces speaker events. Julie reported that Valerie Jerome was a great speaker. Valerie attended and found the speakers to be very moving, authentic, and she learned so much. It has a huge impact to be part of the audience with such thought provoking speakers.
- More advertising is needed for these excellent events. Suggestion to include the time of the events in the posts, as many people don't click on the links to read the full article.
- If people register for the events, they get an automatic reminder, which is a nice feature.
- Brave Spaces events are planned for the spring and fall 2025, with three speakers at each event.
- April is Poetry Month, and there is a Poetry Slam event being planned.

VIII. **Wish List of programs, events, and ideas for the Library and the CAG**

- Luis has developed a questionnaire, and we have received 3 responses so far with great suggestions. Link will be sent out again to fill out if you haven't before the Jan meeting.
 - Piano Room in the library that is soundproofed. Ramesh can donate a piano
 - Scavenger hunt for kids - it is popular at other libraries
 - Feedback from teenagers - they want to see new things at the library all the time. The TAG will discuss this at upcoming meetings.
 - Library stickers to put on computers and water bottles, with sayings such as "I got a card!", "What are you reading?" or "Book fan!". These could be handed out at events for library advertising and for sparking conversations.
 - Could hold an art contest to design stickers.
 - Burke Library Naturalist, hosting plant walks.
 - Scavenger stories or facts/trivia for kids and adults along paths and lanes. This has been done at Porier occasionally. Can add QR codes to link to the book or book recommendations
 - Workshop on using Cricut. Jay advises that - the library has one already. Could be a lendable tech, especially if we had more than one.
 - Karaoke machine to borrow!
 - More VR machines for lendable tech. Currently just available in the discovery lab. Jay reports that these are popular on the weekends, less busy during the week.
 - Suggestion to investigate with Escape Rooms, as they recycle VR technology frequently.
- Attending events is the best way to spread the word about the library is in person, not as much through online advertising,
- Suggestion for the Library to attend events such as the Highland Games, and the Dumpling Festival
- Social groups to talk with children about their immigration experiences. This draws attention the library for new immigrants.
- Art therapy sessions for kids and immigrants.
- Knitting - people are gathering in libraries in the UK to knit together. Could appeal to teens and adults/seniors.
- Programs geared towards young adults to learn about community opportunities for social programs

IX **Changing of the Chairperson**

- Tina's term is up, and we need a new Chairperson and Vice Chair
 - Tasks include creating the CAG meeting agenda, running the meetings, communicating with Jay (library staff)
- Nominations will happen in January
- An updated version of the CAG handbook will be sent out, and will include role details.
- Currently Natalia is the Vice-chairperson, this role is responsible for sub-committees.

X **CAG goals for 2024 - Adopting our goals**

1. Promotion
 2. Providing Feedback
 3. Connection to Community
- We need to be able to measure our progress and success meeting our CAG goals.
 - Luis suggests SMART methodology to start in January.
 - ID our purpose - define the reason for volunteering
 - Target Audience - who benefits from the group
 - Action & Outcome - State the key activity and impact
 - Mission
 - Vision
 - The survey will be sent out again by Tina to all CAG members. Participating in the survey will bring more ideas to the CAG for 2025.
 - Plan a midterm check-in on goals in June to reassess.
 - Have a monthly standing point review at all meetings.

VOTE held to adopt the three CAG goals. Tina moved. Andrea seconded. All members present and online voted in favour.

MOTION CARRIED

Action ITEM: CAG Members tasked with coming up with objectives under each goal, XI

General Discussion

- PowerPoint translation
 - Natalia - Portuguese (completed)
 - Luis - Spanish (in progress)
 - Sandra - Chinese
 - Waed - Arabic
 - Sahar - Farsi
 - Manjeet - Punjabi and Hindi
- Professional recording is available through the library. Sound clips will be added to each slide with various language options.
- Tina will send out the PowerPoint and they will describe the slides.
- Need to recruit someone to translate into French, Korean. Note - We can ask teens!

- CAG application form - Luis will have this ready for January. The form for requesting References is ready and online already. It is easy to email references to fill out quickly, and will be used instead of phone calls.

- January 26, 2025 1-3pm Tina has reserved a room at the Poirier Community Centre. She has received a neighbourhood grant to promote sustainability and reduce textile waste. There is a sewing teacher coming to help upcycle clothing. She will facilitate the making of a community blanket that will be donated to a seniors centre.

- Looking for volunteers to help or sew.
- Message Tina if interested or to register! Spread the word to friends!

- CAG promoting/attending events:
 - We have the option to promote certain events, where several CAG members post or share library posts
 - CAG members attending events or volunteer at events. Examples include Coquitlam in Bloom, Book sale, Open House

- CAG Planning events - it would be nice if we could plan 2-3 small events, or create a Signature event, which could have a fundraiser component.

Meeting adjourned at 8:00 pm

Next meeting January 23, 2025 at City Centre branch