

Kootenay Library Federation
Library Directors Advisory Group
Minutes - September 13, 2007
Trail BC

Attendance:

Chairperson: Ursula Brigl – Cranbrook

Marie Zettl– Beaver Valley, Judy Foucher – Greenwood, June Stockdale – Castlegar,
Katherine Anderson – Grand Forks, Tracey Therrien – Salmo, Heather Maisel - Trail,
Annie Reynolds – Kaslo, Jim Bertoia – Sparwood, Melissa Svendsen - Kimberley

KLF – Joanne Richards

PLSB – Susan Laidlaw

Minutes – Joanne Richards

Call to order – 9:40

Approval of the agenda – Motion to approve - June Stockdale, second – Melissa Svendsen, Carried

Approval of the Minutes – May 16th, 2007 meeting – Motion to approve – Jim Bertoia, Second – Tracey Therrien, Carried.

Correspondence -

Letter form Deb Thomas to Ursula Brigl – see attached

re: Kevin Kierans as liaison from BCLA to libraries in the interior of BC. Kevin will contact the libraries to learn what libraries in the region need and want from BCLA.

Question arising from the letter –

- What is a 250 Grant– This is a \$750 grant given to libraries in the 250 area code and Sunshine coast for professional development activities for library staff
- What is the Alice Bacon Scholarship - is awarded to individuals who would otherwise be unable to attend BCLA CE workshops or the annual conference due to limited funds. Awards of not less than \$100 each will be made - see <http://bcla.bc.ca/default.aspx>
- Recommendation that KLF submit article to BCLA reporter – This is in progress.
- Will BCLA conference move outside the lower mainland? This is a valid question. It was pointed out that the Beyond Hope Conference

is in response to a need for a conference in a rural venue and with a rural focus.

Read Now BC – District Literacy Plan Meeting, October 2, 2007, Castlegar

Enquiry as to whether library representatives should attend this meeting. Margaret Sutherland of the Castlegar & District Public Library Board will attend in her capacity as CBAL literacy co-ordinator for the West Kootenay.

Heather Maisel from Trail and staff member from Kimberley could attend as library representatives.

NB – Please see attached addendum

Nelson Municipal Library Letter – see attached.

The KLF LDAG recommends that the KLF Board write a letter to the NML Board to explain that

- From time to time opportunities arise for the libraries in the KLF to make consortium purchases.
- The nature and timing of these offers is beyond the control of the KLF.
- Libraries are free to participate in these offers as suits their needs.
- The decision to participate needs to be made by the individual library based on factors like the library's budget and collection development policies.

Moved Melissa Svendsen, second, Marie Zettl, carried.

BC Pines Common ILS Report – Susan Laidlaw

Prince Rupert will go live Oct 22, and four more libraries will be on the system by the end of 2007.

Sharon Herbert has been hired as the project manager. PLSB is seeking a help desk employee.

Level of Interest from KLF libraries is being sought.

KLF timeline for moving to the common ILS is later next year.

Moving to Evergreen is optional.

Acquisitions and serials are to be in place by September 2008 - both at same time.

Joanne is on Advisory Committee – tasked for governance structure for the system.

Update from inaugural Open Source ILS Advisory Committee meeting

Committee will set up working groups to review functionality of the system.

Ursula is participating in a working group developing functionality matrix.

If other library staff are interested in participating in the working groups, please let Joanne know.

Questions:

- What is SirsiDynix response to BC's decision to go to open source solutions? - Ursula reports that there will be SD user group meeting in near future
- Timeline for other libraries coming on to the system? – This is not open information.
- Radium? Radium will likely go before the group.

Joanne to attend next advisory committee meeting on September 22nd and will report back to the group.

There is also the Library 2020 Symposium on October 22 which will provide more information about the BC common ILS. This symposium will include exploring multi type library participation in Evergreen.

Travel subsidies to the symposium will be available to public libraries through PLSB.

Review of Service Plan -

Recognizing that much has changed in the library world in BC since the KLF Service Plan was approved by the Ministry of Education, it is useful to review the plan and perhaps update language in certain sections to reflect these changes. This review is required by the KLF Agreement.

Heather Maisel, Tracey Therrien and Melissa Svendsen will review the Service Plan and make recommendations for updating the language.

Current version is available on the KLF website – <http://klf.bclibrary.ca/>

Mission/Vision statement to come from Service Plan

Report on Survey of Programming in KLF Libraries -

This was a useful undertaking and the information received from the libraries that submitted the survey indicates that support from the KLF should go to youth and adult programming.

Libraries are requesting training and support for developing programs for teens and tweens and exploring new programs aimed at adults and seniors.

Joanne proposes that the KLF support training and provide some resources to develop region wide program these groups. Programs would have KLF branding.

Comments & Suggestions:

- Marie brought pictures and a report on a literacy based art project. Youth ages 12 to 15 were given materials and assisted in creating art projects based on books they had read. Supplies were donated. There was full registration in the program in one day.
- Training for youth programming should be directed at youth staff. Training session could be offered in both the east and west Kootenays. Consider seconding Kirsten Anderson from GVPL to conduct the workshop.
- Adult programming session could be attached to LDAG meeting. We could second Marcie Fofonoff from Chetwynd as a resource person for this workshop.
- Training session for SRC leaders was very worthwhile. This should be done annually.
- Other KLF sponsored programming –The KLF could sponsor a traveling program for the libraries providing programs for patrons on things like scrap booking, travel photo show, how to start a book club, photography workshop, podcasting workshop.
- CAP workshop – How to apply for CAP grant. Could KLF co-ordinate CAP grant application from the libraries as current provider is not meeting expectations?

GST Rebates – Susan 100% rebate for all libraries on all purchases made for libraries. Contact Susan for details.

CD Repair Devices – Joanne to explore bulk purchase for CD repair machine with supplies from supplier.

Book Bags – It is not possible to purchase small quantities of bags screened with individual library logos for a low price that would make them suitable for fundraising.

Mother Goose on the Loose – This workshop was originally scheduled for early October. It has been postponed to the spring of 2008 due to competing events aimed at the same target audience. The KLF did receive a BCLA 250 Grant in support of this workshop.

Libraries will be canvassed again to ensure that there is sufficient interest to bring the trainers here. It is estimated that the cost per participant for the workshop will be \$80 to \$100.

Friends of Library Workshop – It is proposed that the KLF sponsor a Friends of the Library workshop to improve interest in and generate energy of existing groups and discuss how to start a group

What do friends do – advocacy, fund raising, application for grants, book sales, and volunteer help for library functions.

Friends groups should have a feeling of investment in the library.

Discussion & Suggestion - that the KLF explore the merits of holding a conference – Kootenay Conference. Consolidate training opportunities for staff, board and friends into a single event. Timeline and feasibility to be discussed further.

Author Tours – Olindo Chiocca and Anne DeGrace both of Nelson have new books. Nelson Library will host a book launch for Anne on October 19th. Trail is interested in hosting Olindo.

BC Book Prizes would like to tour winning authors through the libraries and schools in the Kootenays next spring.

There is interest from the KLF libraries in hosting readings for Anne DeGrace.

Motion – that the motion passed at the May 2007 meeting be amended to read –

- That the KLF will limit support for a repeat author tour once every 5 years *except in extraordinary circumstances*. Motion - Melissa Svendsen, second, June Stockdale, carried.

Re-barcoding – update and discussion session

In order to participate in the Evergreen Common ILS project, certain KLF libraries must re-barcode as the barcodes sequences conflict with those of another library in the province.

The timeline for the KLF libraries to migrate to the common ILS is fall of 2008. Rebarcoding must be completed prior to migration.

The affected libraries are:

Beaver Valley (materials & patrons)	Kaslo (materials & patrons)
Castlegar (materials & patrons)	Midway (materials & patrons)
Cranbrook (materials only)	Nakusp (materials only)
Grand Forks (materials & patrons)	Nelson (materials only)
Greenwood (materials only)	Trail (materials & patrons)

All libraries are recommended to switch to using Codabar barcodes when purchasing new barcodes for the library.

Two possible approaches to rebarcoding –

1. Using Smart Barcodes. The PLSB will purchase and pay for processing to create smart barcodes for the library collections that PLSB has identified as needing to rebarcode. The library receives the barcodes and the revised collections database from the smart barcode process. Libraries must then import the database into their current ILS system and apply the barcodes to materials as a single project. This will mean closing the library for a few

days. The timing of importing the revised database can be at the library's discretion. PLSB support does not include labour for application of the barcodes.

Smart barcodes come from the processor with the title and author on the barcode label to make matching the label to the collection easier.

Rebarcoding a collection en mass with smart barcodes is a labour intensive process. For example rebarcoding the Cranbrook collection (~60,000 items) in 1998 to 50 to 60 people working in pairs an 8 hour day – 1 day. Books returned after the blitz were a bit of a hassle.

2. Dumb Barcodes – Libraries can choose to purchase dumb barcodes and rebarcode their collections gradually as books are returned or on a section by section basis. There is no support from PLSB for this approach to rebarcoding.

As certain libraries must also rebarcode their patron's cards, it would seem to be an appropriate time to explore the costs and interest in a KLF card with a KLF logo on them.

Would the KLF Card give the patrons more borrowing privileges?

Round Table –

Kaslo – has a new collections development plan; is re-organizing and weeding the collection; Debra Barrett helped run the Summer Reading Club (SRC)

Salmo – has a new PLOT website; had 2 students for the SRC; is exploring the possibility of expanding the library

Grand Forks – has been weeding the collection and moved the children's collection; is expanding the children's literacy program with a grant from Community Futures

Sparwood – is soon to have a new PLOT site; had 3 students for the SRC, one of whom worked as a computer assistant; has moved the reference collection

Greenwood – conducted an inventory of the library and found there was only one book missing

Susan Laidlaw – is enjoying her new office in the new PLSB location in Victoria; is working on a new form for collecting the provincial library statistics which will improve the ability to extract information and comparisons from the stats.

Personal news – Susan is leaving PLSB in December for one year's maternity leave!

Kimberley – has hired a new children's staff person.

Cranbrook – are in process of a strategic planning session and have completed survey; is developing community education seminars on topics like passport applications, car financing, heart healthy eating and addictions

Castlegar – about to start strategic planning process; have completed a community survey; need to address issues like low staffing

Trail – still working on a new building for the library; the city workers voted 95% in favour of strike action

Beaver Valley – PLOT site is done and the web OPAC is up and running; there is a need for more technical support in the area; the policy manual is done and they have been weeding the collection.

Baker Taylor - Ed Devine

Baker Taylor could be a supplier for KLF. BT would require minimum purchase and centralized shipping.

Discussion tabled until next meeting because of time constraints.

If the libraries of the KLF wish to make more purchases from BT, the impact on our purchase agreement with ULS would have to be discussed and addressed.

Adjourned - 2:00 pm

Addendum

District Literacy Plan Meeting

On September 6th, Jacqueline van Dyk sent out an information email about the District Literacy Plan meetings that are scheduled for this fall. It was the agenda for this meeting that was brought forward to the LDAG meeting. Attendance at this particular meeting is by invitation only. June Stockdale suggested that Margaret Sutherland, the literacy co-ordinator for CBAL for the West Kootenay, be consulted about how libraries would receive an invitation to this meeting.

After the LDAG meeting, I contacted Margaret and she felt that it would not be very helpful for the librarians to attend the meeting on October 2nd. The meeting on October 2nd is intended for Ministry of Education staff to instruct local school boards on how to develop, prepare and submit a District Literacy Plan. She felt that attending local meetings put on by the school boards would be the appropriate point for libraries to become involved in this process.

Contact information for obtaining an invitation to attend this meeting was put forward, but the librarians that had volunteered to attend agreed that it would be better to participate at the local level.

Subsequent to these conversations and decisions, I received an invitation to the October 2nd meeting. This was arranged by Jacqueline van Dyk. I will attend this meeting. Deanne Perrault from the Cranbrook Public Library also received an invitation through her school board. Other library staff may have been invited by other school boards.