

**Kootenay Library Federation
LDAG Meeting Minutes
14 May 2010**

Location:

Christ Church Trinity,
110 7th Avenue,

9:30 am – Coffee & Muffins

Call to Order: 10:05 am MST

Attending: Liz Robinson, Indira Wickremasinghe, Amy Veysey, Belinda Wilkinson, Emma Dressler, Heather Buzzell, Evelyn Goodell, Jane Jones, Heather Maisel, Jim Bertioia, Ursula Brigl, Judy Foucher, Ann Day, June Stockdale

KLF: Joanne Richards, Helen Graham

PLSB: Ene Haabniit

Minutes: Helen Graham

Chair: Jim Bertioia

1. **Approval of Agenda:** Motion: To approve agenda. Heather Buzzell, Second, Indira Wickremasinghe

2. **Approval of minutes from 16 October 2009:**
Edel's name spelt wrong, wording should be: had grants decrease, Round Table Heather Buzzell: Grand Forks doesn't have a strategic plan, but they are working on one.
Motion to approve minutes as amended: Jim Bertioia, Second, Ursula Brigl

3. **Correspondence:** no correspondence

4. **Election of LDAG Chair and Vice-chair:**
Chair: Jim Bertioia
Vice-Chair: Heather Maisel

Discussion: Ursula: The last two chairs have been from the East Kootenay, maybe we should have one from the west.

Joanne: There are advantages to having a two year term for the chair, a person just gets to know the position in one year.

Indira: should we make it a two year position? Consensus of group: Like the flexibility of one year.

Emma Dressler giving up vice-chair
June Stockdale nominated Heather Maisel for vice-chair.

5. Ene Haabniit: PLSB Up-Date: report distributed

Highlights of Report:

Askaway: closing June 30/10 – at this time not sufficient interest in Libraries. VPL & Surrey will probably continue on using their own resources.

BiblioCommons: licensing is through BC Libraries Cooperative. Getting ready to use with Evergreen shortly. Go to:
<http://cooperative.bclibraries.ca/products-services/bibliocommons-1>
It gives you links to libraries who are currently using it and the fee schedule, which are based on population and collection size. The fee schedule reflects the government subsidy of 50%. PLSB might consider doing a webinar.

ClickLaw: replaces Electronic Law Library. <http://www.clicklaw.bc.ca/>
ClickLaw Webinars coming up June 3 & 10

Daisy books: Contract with CNIB ended as of Mar 31, 2010. Provincial “rotating” collection coming this Fall, will be catalogued and available for ILL. Please send donations of your Libraries second copy to Ene.

SITKA: Board is reviewing fee structure. Cooperative will be taking on other initiatives in the future. Everyone should be member. Role of board to advise the membership, the membership makes decisions.
The Cataloguing Working Group has set up mentors to assist libraries with using and creating records on the Evergreen system –Maureen Davidson, College of the Rockies, (CWG) is willing come to Kootenay Libraries.
Email: davidson@cotr.bc.ca
Eventually Evergreen will have a algorithm which will go through and select the best record. This development takes time and money.

Statistics: Typical “week” dates are now flexible. Contact Susan Laidlaw at PLSB Victoria for questions concerning BiblioStat Collect.
Discussion: In the future will libraries be able to put info in when convenient for them? This might be possible in the future.

Webinars: suppliers such as databases have them. Webinars are offered for PLSB programs.
Jim Bertoia says Library Journal has webinars on different subjects. He has volunteered to keep a look out for these and alert others. LED, Education Institute, WebJunction offer good courses.

Other: SLAIS Student will be working for PLSB on Librarian Orientation Program (LOP). Program will give librarians information on best practices for working with library boards.

Core Databases; the only databases supplied by the province are QPlegeze and BC Statistics. Small libraries get some databases for free. KLF provides money to libraries to help pay for subscriptions to replace the core databases.

Criminal Record Checks: For staff in unsupervised contact with children, the checks must be done through Victoria through the Criminal Records Control Program of the Ministry of the Solicitor General. Ene will send info. Volunteers can still done through RCMP.

Discussion arising from report:

June: Implementations of elements of the provincial strategic plan - Libraries Without Walls - have been lost through cutbacks. Is there any plan to retain the knowledge about what we have lost and is there a strategy to re-establish these elements in the future?

Ene: No strategy in place.

June: I think a strategy would be a good idea. Anything the grass roots can do to help this?

Ene: Strategic Planning piece needs to be in place – Libraries need direction. Emma: Unfortunate situation as expectations have been built up, public came to expect a certain level of service and now it is gone.

Ursula: It is important to keep public informed about what Libraries are doing to reinstate lost services.

Ene: Federations have helped to minimize effects of cuts.

6. Old Business:

a) Programming boxes: Report distributed

b) One Book One Kootenay Update 2010: Report distributed.

c) Kootenay Conference 2011: late May or early June 2011

Committee: Heather Buzzell, Heather Maisel, Belinda Wilkinson, Ursula Brigl, Jim Bertoia, Emma Dressler

Location: West Kootenays, probably Nelson and may be a 'Beyond Hope' model to keep costs under control – Selkirk College, Nelson campus a possibility.

Joanne will set up a date for teleconference.

d) Author Tours:

Proposed policy: discussion;

June: Is it worthwhile to organize tours for 2 libraries? Consensus of group: should have threshold of 4 interested libraries.

A library has to ask for a tour, then we KLF will see if other Libraries want

tour.

Emma: Would like to share feedback from other libraries about how an event went. Post an event. Share feedback. Heather B. suggested using NING – a wiki blog to discuss author visits.

Joanne: Could we do Author Tours in the summer, as well as spring and fall? Consensus - Summer events would work in many Libraries.

Proposed Tours: Evelyn proposed Caroline Woodward, who is well known in the area and has a new book coming out, Indira suggested Rosa Jordan tour with her latest teen book. Joanne said '*Far from Botany Bay*' (Rosa Jordan) adult tour would be good, as well.

e) KLF Evergreen Users Group: Expression of interest for start-up

Currently seven KLF libraries are on Evergreen, with two more migrating shortly.

Ursula: KLF has the potential to be a strong, collective voice in the Cooperative. Emma: What would Joanne's role would be? Joanne: Pass through info from group to board and back. Evelyn: Already has one teleconference meeting per month with Evergreen, can't manage another one. Perhaps EUG can select a delegate for the provincial Business Function Group meetings.

Heather Buzzell, (member of provincial Circulation Working Group), would find it useful to bring back info from the Cooperative table to Kootenays.

Joanne will contact Evergreen Libraries for conference call to set up group.

Evelyn: With Evergreen, reporting stats are hard to find. Heather M: stats automatically go to BiblioStat Collect.

f) Draft Strategic Plan: Comments: very readable, not going to pretty it up, if sending it to someone else put logo on it.

g) Prince Rupert Centennial book: Interest? Need 5 libraries for discount, list passed around.

h) Disc Repair Systems: Recommendations? \$500 for good one. June: will send info regarding skins used on discs at NML.

Do you have any feedback, comments or questions about the following:

Playaway shared collection: Amy suggest libraries might want to purchase a car adapter (cost about \$75) for Playaways before collection comes to you. The adapter could be lent out with Playaways.

ULS Purchase agreement: discount information sheet distributed

Film License: will renew Audio Cine Films, FYI e-mail distributed

7. New Business:

a) Friends of Libraries:

National Survey from the Friends of Canadian Libraries website:
www.friendsoflibraries.ca and follow link to survey. Please encourage your Friends to complete survey.

KLF website: The KLF will be creating a Friends page on the KLF website. Contact information and a brief description of your Friends activities would be appreciated. E-mail the information to Helen at [kfl_hq@telus.net](mailto:kf_hq@telus.net)

b) DVD security: Discussion; locking cases?

Discussion on what libraries do with DVD & music CD collection. The larger libraries use security systems, which is expensive. Libraries have various methods of handling their DVDs: many just have the DVD in the case on the shelf, some use binders, and some use dummy cases, both of the later methods have DVDs stored behind the counter. No KLF-wide demand for locking cases.

c) Province Wide Rotating Book Club Kits: Would these be useful?

List of Book Club books would be useful.

Various libraries have tried to provide services to the book clubs in the communities. Often found that the club members preferred to purchase books rather than borrow them

Not interested in participating in provincial rotating collection.

d) Social Networking Workshop: Hand-out provided.

On-line Social Networking Workshop scheduled for November, using PLSB's LiveMeeting. All rural federations will be involved. There will be a video presentation and Q&A through Chat.

Proposed: 2 days, 2.5 hours each, possibly scheduled on Mondays.

Originally proposed as a Virtual conference, but decided to try workshop first.

Discussion:

Not enough hands-on stuff in outline: just setting up a blog.

Include what is mentioned at the beginning of the outline: blogs, Twitter, Facebook, and other social networking services.

Suggest 4 one hour sessions, max 2 hours. Four one hour sessions would have financial implications on Mondays. Many Libraries are closed on Mondays, therefore they would have to bring in staff to take the workshop.

Maintenance of social network sites. Understand overview and hands-on.

Cecily Walker, of VPL, will be the presenter.

Would like info on effective use of wiki technology.

e) Skills Survey:

Suggest that next mapping & training needs survey will focus on technology related skills of Library staff, within the KLF.

f) On-line Scavenger Hunt: using on-line databases. Five libraries: Grand

Forks, Fernie, Castlegar, Cranbrook, and Kaslo are involved in the pilot project. Other Libraries expressed interest in the project.

8. 2010-2011KLF Budget

Discussion: June has concerns regarding reserve funds. Wondered about funders (government) not willing to give money if we have so much money in reserves

Ene: The amounts in this budget wouldn't red flag anyone. Some contingency money should be on hand.

Joanne: The ILS reserve balance has already been allocated to Libraries, for use when they migrate to Evergreen.

Local Initiative Grant: Would this be useful to your library? Should there be any changes to the parameters?

Ursula: Specify that it is only for activities that the KLF is not holding or sponsoring.

Consensus of group that this be used for special expenses for your Library. Focused on professional development. #3 & 4 should be removed -no furnishings and lending materials. Focus on projects each library wouldn't be able to do without the funding.

Joanne will take to board, with amendments.

Shared Collections: Joanne suggests the book clubs set money goes to databases (consortium purchasing)

9. Round Table:

Jim Bertoia, Sparwood: 5% increase in budget, will use hire a part-time person to man desk. Turned down for SRC student, but has plans for SRC.

Ann Day, Creston: Library unionized, will have to shorten library hours and staff. Digital slide machine available to public. Opera at the Library, once a month on Sat., great response. Received federal grant of \$1,500 for staff training, College of the Rockies will train in the Library and provide college courses on-line.

Evelyn Goodell, Nakusp: Last year 2009 was the busiest year ever; this year is little bit down. "if you want to know about this product" program started. Signage on local store shelf invite people to use library resources to get consumer information. Teen program starting soon, with 16 hr. provided by local funding. Turned down for SRC student. Evelyn is retiring next April.

Liz Robinson, Invermere: Wed. night special once a month. Programs include: Lego Night, Knitting, Yoga, fly tying. Library pays for a bus to pick-up seniors, from various locations, once a month. Staff member, Leah, dropped by the meeting.

Heather Maisel, Castlegar: Outreach into the community includes going to the

soup kitchen. Night owls story time. Received federal grant of \$1,500 for staff training, includes computer training and college course. Up-dating children's area.

Heather Buzzell, Grand Forks: Has been working on a strategic plan. Took training on working with labour unions. Working on job descriptions. At the request of teen have a Jane Austen Book Club and has expanded YA section.

Amy Veysey, Salmo: Started a business information services, which provides in depth, high-end reference services for businesses and agencies. With Salmo Board approval, charges \$30 per hour, plus any additional expenses incurred, such as database fees. \$20 for Amy \$10 for Library. High end research. VPL helped her set it up. She will put link on the Salmo website, so other KLF libraries can direct people to her.

June Stockdale, Nelson: Reno project underway, phase 1 will be finished end of May, Tech services and children's will go down stairs in phase 2. Raised \$35,000 within the community.

Servicing "Unserviced" areas. Supply services to these areas but without tax support. Library can't keep this up. If referendum in the fall fails, non-res. fees will go up significantly. One SRC student this year. 17 & 18% increase in usage over last 2 years. One self-service kiosk installed.

Belinda Wilkinson, Trail: Started in Trail May 3. Highlight with meeting with friends. Reception in June, re-instate more hours in the near future, and restarting the Home Library Service. Received CAP grant.

Indira Wickremasinghe, Rossland: Hasn't heard from City re: budget. Hiring summer student. Open on Thurs morning, no one coming in, going to try to convince board to move to Sat. morning. To refresh her skills she is taking the CLTP cataloguing course.

Jane Jones, Radium: Migrated to Evergreen this year. Hosting speakers. Works with CBAL to provide Mother Goose at the Library. The Library wrote *Big Horn Small Talk* and will be launching the book next week.

Judy Foucher, Greenwood: SRC student. Will be migrating to Evergreen in June. Concerned about what will happen if they don't get the gaming grant, which has been \$6,000 a year, in the future. Reading Link Challenge – worked out extremely well, very competitive. Your local school must buy in, but once they do it's a very effective way of working with them. Most interesting thing they did this winter, encourages others to do this Beaver Valley and Grand Forks maybe coming aboard.

Emma Dressler, Fernie: 1st year of strategic plan – keeps things on track. Last year closed down 6 weeks due to increased labour costs. Local funding will

remain the same until 2013. This year hours will be reductions will be spaced out over the whole year with reductions library hours by 17%, staffing by 22%. Only evening open is Thursday. Programming hours have been increased, even though hours have decreased. Runs special programs every Thursday. Summer student ok'd. Seeking more funding from Regional District East Kootenay. Migrating to SITKA (Evergreen) in 2 wk.

Ursula Brigl, Cranbrook: Things going well, not expanding, but holding their own. 2006 referendum solved problem with RD. Good Friends, has SRC student, Idlewild Music Festival big fund raising event. Friends have purchased mobile shelving units for the library, will have 3 after this year. Friends purchased magazine covers. Received Gaming Grant for Community Outreach Programmer. Involved in Skate Boarding for Literacy. Landscaping project near completion. Red Cedar gala and Linda Demeulemeester's presentation very successful.

10. Roberta Rodgers: BCLTA TOP Trainer for the Kootenays gave a presentation on what is covered in TOP training. Top Resouce Book handed out. Discussed on the roles of and the interaction between the library board and the director. Recommended Great Boards Plain and Simple, which supplied the following quote: "The most important factor in the success of a library is the relationship between the director and the board." Roberta left and a discussion followed with Ene facilitating.

Adjournment: 4:08 pm MDT

Next Meeting: TBA