

Library Directors Advisory Group  
Minutes  
May 4<sup>th</sup>, 2012

Castlegar Public Library - Downstairs  
1005 3<sup>rd</sup> Street,  
Castlegar  
P – 250-365-6611

Attendance: Eva Keleman, Kaslo; Heather Buzzell, Grand Forks; Liz Robinson, Invermere; Ursula Brigl, Cranbrook; Bev Rintoul, Rossland; Sabina Iseli-Otto, Nakusp; Heather Maisel, Castlegar; Marianne Hansen, Salmo; Taylor Caron, Salmo; Marie Onyett, Beaver Valley; Stephanie Boltz, Midway; Judy Foucher, Greenwood; Emma Dressler, Fernie; Jane Jones, Radium; Jim Bertoia, Sparwood; Joanne Richards, KLF; Helen Graham, KLF.

Regrets: June Stockdale, Nelson;

Guests:

Susan Laidlaw, LLB;

Sharon Herbert, Sitka Project, BCLC

Tami Setala, Licensing & Business Development, BCLC

Call to order – 10:18 am (PDT)

1. Introductions

Marianne introduced Taylor Caron. Marianne & Taylor working are currently as a team.

Bev: Katie Albright hired as Rossland director.

Joanne: Ann Day has left Creston.

Heather Buzzell moving to Penticton August 1 new hire in GF.

2. Chair/vice-chair position renewal

Chair: Eva Kelemen, Vice-Chair: Sabina Iseli-Otto. Moved: Heather Buzzell. Second.

Stephanie Blotz. Carried.

3. Regular Business Meeting

a. Motion to approve Agenda. Heather Buzzell. Second. Emma

b. Approval of Minutes – Motion to adopt October 2011 minutes. Ursula Brigl.  
Second. Sabina Iseli-Otto

4. Business arising from minutes

a. Common Children's Library Card

i. It was decided that the card should be launched with a promotional campaign and that due to his experience with and commitment to

libraries, Dan Lepsoe is an ideal candidate to design graphics for this project. A committee was struck: Sabina Iseli-Otto; Stephanie Blotz; Emma Dressler; Ursula Brigl and Joanne Richards. Joanne will discuss this project with the federations.

- b. Books for Babies
    - i. Discussed consistency in delivering this service and keeping it a library project. Joanne and Kathy Anderson are working on a plan for 2013.
  - c. Dynamic Imagining Solutions
    - i. Joanne Richards: Please remember we have an agreement with Dynamics for Labels and security tape – take full advantage of this. Don't have to wait for group orders. Libraries can share orders. You can order direct whenever you want.
5. New regional project
- a. Digital Family History Project
    - i. Joanne Richards: Proposed a new idea for a KLF-wide project: A digital family history project that would involve digitizing family photos with stories and linking it to websites. Ancestry Genealogical database subscription is consistently the most used database. LDAG supports this idea.
  - b. Reading Link Challenge
    - i. Stephanie Blotz and Judy Foucher: wish to see the Reading Link Challenge go regional; great success for their communities. The success of the project relies on full participation of the schools. Midway and West Boundary schools have incorporated into the curriculum. KLF offers support for libraries participating in Reading Link Challenge.
  - c. Adult Summer Reading Club
    - i. Ursula Brigl: Cranbrook has had success with their Adult Reading Challenge, which gets members to use a variety of library resources. Joanne Richards: If your libraries want to do something like this we will see what the KLF can do to help. Emma Dressler: Our adult program is called "We have books too".
6. Libraries and Literacy Report: Susan Laidlaw, LLB
- a. Highlights: updated LDAG on staffing changes, the new 2.0 LLB service centre website upgrade, a present re-evaluation of CLTP courses, their new mobile office environment, etc. It was confirmed on May 3rd, that BC Library funding is

secured for the next 3 years by the Ministry. LLB is interested in feedback from public libraries during this time of restructuring to determine priorities.

7. BC Libraries Co-op: Tami Setala, Licensing & Business Development, BCLC

- a. Highlights: discussed and answered questions about Library to Go. Usage of e-books and e-audiobooks through Library to Go through BC Libraries has increased dramatically, especially after Christmas, to approximately 5-6 thousand items borrowed per month. Usage of the AutoRepair database is at around 2000/month for BC.
- b. Discussed a new subscription option: Zinio (access to full size digital magazines-- approx 10,000 titles). Libraries are still able to opt in to purchase this subscription.

8. Lunch: 12:15 to 1:15

9. BCLC Sitka & Licensing Reports: Sharon Herbert , Sitka Project, BCLC

- a. Highlights: Recently attended an international Evergreen Conference, which was very exciting. King County and BC Co-op co-hosting next Evergreen Conference.
- b. Demonstrated a live preview of SITKA 2.2, which will be coming on-line in late June. New things on SITKA 2.2 – documentation later this month. A training video for 2.2 will be available.
- c. Database clean-up & additional authorities on-going project. Will have to be a cataloguing freeze for a 48-72 hr period once the cataloguing is cleaned up.
- d. Mobile Pac will link clients with dial up service, or other connectivity issues, to library's SITKA catalogue, will be released before SITKA 2.3 comes out late summer/early fall. Nelson going on SITKA in August.

10. BC OneCard

- a. Issues and procedures were discussed:  
The LDAG acknowledged that BC OneCard grant funding is generous and covers the cost of delivering the service to patrons, including all postage for returning materials. Minimum lending of materials is 5 books, but more and different materials may be lent at each library's discretion. Because of the generous grants supporting this program, libraries are encouraged to be liberal with regards to lending library materials.

The group agreed on a set of best practices for dealing with BC OneCard transactions:

- Return BC OneCard materials within one week of the drop off at a library.
- Fines must be paid to the lending library
- No renewal by staff or volunteers at non-lending libraries. To renew materials, patrons can be directed to either contact the lending library or renew materials online through the lending library's website.
- Stamp the OneCard labels with the date returned before sending them home; Libraries receiving OneCard returns through the mail are reminded to back-date the check-in to the date stamped on the labels
- For Sitka Libraries, please see section 4.1 of the Sitka Policy Manual for correct procedures for handing OneCard transactions within a shared database -  
<http://coconut.pines.bclibrary.ca:21080/docbook/Policy/current/html/circulation.html#policy-bcone>

## 11. Board Orientation Processes

- a. Sharing of info; development of common procedure among KLF libraries. What new trustees need to know? Joanne Richards: if you have anything send it, Joanne will streamline it and post it on KLF website.
- b. Round Table discussing individual library's trustee orientation. Orientation doesn't take the place of TOP, but gives new trustees some basic knowledge of how their library operates. Most libraries do something, some more in-depth than others. Those that do an in house orientation find new Trustees appreciate it. Many use handbooks, which can be downloaded -  
<http://www.bclta.org/pdfs/EBM2011.pdf> or ordered from BCLTA at \$8 per copy.

Agreed that packages available on the KLF, or LLB, website would be helpful.

## 12. Library Policy

- a. Can a Library Policy be changed without approval from the Board? No, all Library Policies must be passed by the Board.

## 13. Digital Literacy Project:

- a. June Stockdale's proposal to ABCPLD included in package. Focus is to develop new tools, and identify existing ones, to promote online library services and give patrons better knowledge of these resources. June would like support before she endorses this to ABCPLD. Would it be useful to your libraries? Yes. Would you have time to work on this if it is endorsed by the ABCPLD? yes

## 14. CBAL Partnership Agreement

- a. Approved draft agreement with CBAL that acknowledges the partnership of libraries and district literacy groups in delivering literacy support services. Librarians requested that CBAL head office distribute the agreement to the local literacy co-ordinators in each community.  
Joanne Richards: recommends that libraries formalize similar agreements with the local CBAL groups, outlining contributions and recognition of the parties.

15. Movies in libraries – films with PPR - shared collection?: tabled

Quick round table – 3 best things that are new at your library:

**Grand Forks:** Heather Buzzell: Library Board has created a fundraiser – gourmet meal for 8 by William Caley. Excepting \$3000 return. Using a widget from “LibraryThing” on catalogue to showcase new books (Neil firkins helped with installing into PLOT site.)

**Invermere:** Liz Robinson: Story adventure kits – zippered bags, Wednesday events (crafts include: origami and books, sitting fellow)

**Cranbrook:** Ursula Brigl: Monday openings are approved to start ?? With this, library is reviewing all our operating hours. Used to be busy in the evenings, now afternoons are busy; review committee includes staff members. Collaborated with CBAL to create a Family Science Night. April toddler story time over 50 kids.

**Rossland:** Bev Rintoul: Mother Goose on Sat. mornings, Rossland Reads will happen with volunteers, Children’s author Yolanda Ridge on the Library Board

**Nakusp:** Sabina Iseli-Otto: Cleaned out storage area for office. New Library Hours - Tues. to Fri 1 to 5. Looking at programming changes in light of new hours.

**Salmo:** Marianne Hansen: Board hired Taylor Caron. Marianne and Taylor working as a team, until Taylor gains more experiences and technical training. Good learning experience for both them. Taylor put Salmo Public Library on Facebook. They had many hits when they participated, and won, Fortis’ Earth Hour Challenge. Expansion going well. DOT night popular. Some of the CBT money for Salmo has been earmarked for the library. Read away your fines – come into the library and read fines so many minutes for each \$1 of fines. OBOK books going out. 50<sup>th</sup> Gala – wonderful night

**Beaver Valley:** Marie Onyett: We will not be getting new library, so we’re making the best of the space we have. Light wood veneer on the end of the shelves, painting, new shelving on wheels, weeding, strategic planning – surveys ready to go out. BV Adventure Picnic in June.

**Midway:** Stephanie Blotz: 10% return on strategic plan survey, Rock Creek wants a satellite library, Mother’s Day Event – Angie Sophie’s author of Firecracker. John Boltz Memorial Run,

proceeds divided among the library and cancer society. Concentrating on 3 major fundraisers, rather than a bunch of small ones.

**Greenwood:** Judy Foucher: Reading Link Challenge between Midway and Greenwood went to sudden death over time, West Boundary Elementary won. The libraries made a trophy for the this year's winners. Board went to city for funding for staff raises. Library-to-Go will be available to Greenwood patrons in the near future.

**Fernie:** Emma Dressler: Applied for grant to double size of garden. This will deal with a safety issue of parking and picking up children at the independent school, located behind library. 5 yr. ago only 1 program, now there are many. Partnering with Interior Health to do outreach to the residence of Hosmer. "Once Upon a Library" Fernie Heritage Library's song can be viewed on YouTube.

**Radium:** Jane Jones: updating library, teen volunteer put them on Facebook, continuously weeding, then selling books at Main Street Book Sale at Friday's Market. Head Bangers Run, funds going to the library – 3 communities involved in run this year.

**Sparwood:** Jim Bertoia: Staff changes - 2 people left. Joanne Wilton elected to City Council. Rearranging jobs, unexpected money received from donor. ECD committee applied for grant \$2500 for children's' program. Bought new chairs for reading area.

**Kaslo:** Eva Kelemen: BiblioCommons launched in Dec; Annie began teen advisory group at the school – 16 teens came. Teen programming for fall. Increased funding from regional district .14/1000. Doubled in 3 years. Still low, but noticeably better.

**Libraries and Literacy:** Susan Laidlaw: Libraries and Literacy will be still be around and advocating for BC libraries.

Adjourn – 4:30 pm