

Kootenay Library Federation Board Meeting  
Minutes, 26 May 2007  
Nakusp, BC

**Attendance:**

Trustees: Don Berriault - Chair, Beaver Valley; Bruce Johnston - Treasurer, Creston; Paula Rogers, Nakusp; Marilyn Rivers, Nakusp; Bev Westlake, Grand Forks; Iain Martin, Rossland; Sheryl Plotnikoff, Trail; Richard Carver, Nelson; Catherine McCormick, Kaslo; Vivienne Robinson, Castlegar; Rob Macrae, Castlegar; Angela Morgan, Fernie; Fred Blunden, Invermere;

Librarians: Tracey Therrien, Salmo; Jane Jones, Radium Hot Springs; June Stockdale, Castlegar; Marie Zettl, Beaver Valley; Susan Rogers, Nakusp, Heather Maisel, Trail, Kathy Anderson, Grand Forks; Ursula Brigl, Cranbrook; Liz Robinson, Invermere; Wayne Cole, Nelson

KLF: Joanne Richards, minutes

Regrets: Susan Laidlaw, PLSB

**Call to Order:** - 10:15 by Board Chair. There was a quick round of introductions.

**Elected as Executive for the Kootenay Library Federation:**

For the position of Chair of the Board of the KLF by acclamation - Don Berriault  
Nominated for the position of Treasurer of the KLF by Vivienne Robinson - Sheryl Plotnikoff - elected  
For the position of First Vice Chair by Paula Rogers - Marilyn Rivers - elected  
The position of Second Vice Chair - open, to be filled later

**Agenda:** Added to the agenda Personnel committee to be struck. Approved Katherine McCormick, Fred Blunden . **Carried.**

**Minutes:** - Minutes of the September 26<sup>th</sup>, 2006 Board Meeting held in Fernie were presented. Bruce Johnston, Paula Rogers moved acceptance. **Carried.** (Note: For the record, there is a small correction to the September 2006 minutes, Paula Rogers is listed as a librarian. She should be listed as a trustee.)

**Report form the Chair:** - Don Berriault gave a brief report on the progress the KLF has made in creating a new model for library federations. As the first federation created in the province since InterLINK, the KLF has had the opportunity to define how a rural federation can operate to support delivery of library service in smaller remote communities. While at the BCLTA conference (May 10, 11, 12 - Kelowna BC) he learned that the other federations, including InterLINK, are interested in the progress that the KLF has made in establishing the federation and in the activities that are being undertaken.

**Treasurer's Report:** Bruce Johnston

The financial records of the KLF were submitted to Laurie Pettijohn, Chartered Accountant for a financial review. This review is not an audit. The records were reviewed for the periods of June 2005 to March 31 2006 and April 1, 2006 to March 31 2007.

The Board was presented with the Statement of Financial Position as of March 31 2007, showing net assets of \$54, 212. (47, 864 cash, 5,198 capital assets)

Discussion: - Rob Macrae raised the question of membership dues paid by the libraries to the KLF. This requirement for the payment of dues was removed in November of 2005. At that time, it was agreed that any Kootenay or Boundary library would be a member in good standing by participating in the consortium purchasing arrangements made on behalf of the libraries by the KLF Director. This was accepted by the libraries by an email vote.

Suggestion: That the participation by the libraries in the consortium purchasing arrangements be documented and made available to the board.

**Motion to Accept the Statement of Financial Position:** - Bruce Johnston, second - Rob Macrae. **Carried.**

**LDAG Report:** Minutes from the LDAG meeting of May 16<sup>th</sup> were presented by Ursula Brigl. See attached.

**Director's Report:** See attached. In addition to the written report, Joanne reported on her participation in a panel discussion on library federations at the BCLTA conference. The panel included a presentation by Lesley Dino of the Okanagan Regional Library. It was an opportunity to compare the operations of a library federation to a regional library. Of particular note was the discussion about equitable sharing of resources. While every effort is made by the KLF Director to offer equal access to KLF resources to the libraries, responsibility also rest with the library trustees to ensure that their library is fairly represented and equally supported.

The Director's Report also included the comparison spending versus budget for the 2006-2007 fiscal year and a proposed budget for the 2007-2008 fiscal year. Spending initiatives include financial support for re-barcoding library collections, region wide programming and more money for staffing of KLF office.

**Motion to Approve Budget:** Rob Macrae, second - Paula Rogers, **Carried.**

**Motion to Approve the L. Pettijohn as accountant:** - Sheryl Plotnikoff, second - Bev Westlake, **Carried.**

#### **Committees:**

Finance Committee: - June Stockdale, Sheryl Plotnikoff, Bev Westlake, vacant position

Policy Committee: - Heather Maisel, Ursula Brigl, Fred Blunden, vacant position  
Meeting by conference call in early July

Personnel Committee: - Don Berriault, Marilyn Rivers, Tracey Therrien, vacant position

Vacancies for various committees to be advertised via email

#### **Business (Part 1):**

Common ILS Committee: - Disbanded

**Motion to Shred SirsiDynix Horizon RFP:** Marilyn Rivers, second - Rob Macrae

Society Incorporation - this step is not necessary as the KLF is a legal entity under the Library Act.

## Mission Vision Statement:

The North East Library Federation (NELF) reported success with using a facilitator to create a Mission Vision Statement for NELF.

It may be of value to bring Paula Schmidt to the Kootenays to assist KLF with this process. Alternately, there is local expertise - Betty Marino of Trail

Mission Vision flows from strategic plan. Service plan is basis for strategic plan.

KLF will consider feasibility of Friday evening meeting for KLF board to work towards creating a Mission/Vision statement. Working document to be circulated before the meeting

## PLSB Update:

Apologies from Susan Laidlaw who planned to present the Strategic Plan for Libraries - Libraries Without Walls. Ursula Brigl gave a quick overview of the Plan to update libraries on the progress.

## Objectives in Strategic Plan:

### Strategic Direction 1: - Equitable Access to Information

Examples that have been met or are being met include:

1. Extend Broadband Access
2. BC OneCard
3. Electronic Access to Information - Online Databases
4. Electronic Reference Service - AskAway
5. Websites for small libraries - PLOT
6. Common ILS - Provincial Evergreen system to replace regional ILS

### Strategic Direction 2: - Encourage Collaboration

Examples that have been met or are being met include:

1. Encourage Library Federations
2. Enhance libraries ability to provide government information

### Strategic Direction 3 - Governance Reform

This includes the review of the library act. This direction has not yet been started.

Creation of Meaningful Performance Measurement Indicators -collection of performance statistics and review of their application is ongoing.

For more information, contact Susan at [susan.laidlaw@gov.bc.ca](mailto:susan.laidlaw@gov.bc.ca) or 1-800-663-7051

## Business (Part 2):

Review of the KLF Service Plan - A quick review of the KLF Service Plan Executive Summary shows that most of the directions outlined in that plan are still in progress. Major change is in the Web Based Service Enhancement. This part of the plan is now being addressed by the provincial Evergreen system. No additions to the plan at this time.

## Revision of the KLF Agreement:

Revisions to the KLF Agreement were introduced at the September Board meeting. The purpose of the revision is to include language that incorporates the condition for membership of the libraries

(no fee) and to simplify the language and expedite the process for libraries joining the KLF.

**Motion to Accept the Revision to the KLF Agreement:** Fred Blunden, second Paula Rogers.  
**Carried.**

**Motion for further amendment:** that dates be included on each page to reflect versions: Iain Martin, second Rob Macrae. **Carried.**

Application for Charitable Status: Submission to be made by the director. Signatures from Board members were obtained at the lunch break.

Review of the Library Act:

The KLF Chair asks that libraries making submissions to the Review of the Library Act to either PLSB or BCLTA please copy the submissions to the KLF office. This will allow the KLF to be aware of the concerns of all the member libraries.

Request from Kaslo Public Library - that the KLF office to write to PLSB asking that the limit of eight consecutive years of service on a library board by a trustee be removed from the library act as part of the upcoming revision.

There was no support for this action from the group. Members spoke about the importance of renewal to library boards and about the need for ongoing profile for libraries and their boards in the community. With attention to this process, recruitment of board members is facilitated.

Joanne suggested that BCLTA be contacted to see if there is assistance available for addressing the issue of board recruitment.

General Discussion:

Rob Macrae raised the question of whether "Meaningful Performance Measurement Indicators" will impact library funding from the province? Don Berriault indicated that this objective was toward allowing libraries to point to their value in communities.

Wayne Cole raised the question of whether PLSB directs the policy and plans for individual libraries.

Adjourned 2:15pm

Next meeting - Cranbrook, Saturday, 13 October 2007

Addendum:

The Chair, Don Berriault, would like to remind the Board that the KLF is stronger when everyone brings their energy and ideas to the Federation. There are a few vacancies on committees and one more person is needed for the position of Vice - Chair. Please consider putting your name forward for one of these positions. Contact Joanne at [KLF-ofc@telus.net](mailto:KLF-ofc@telus.net) or Don at [beareo@shaw.ca](mailto:beareo@shaw.ca) if you are interested.