

Kootenay Library Federation
Board Meeting Minutes
October 13, 2007

Cranbrook Public Library,
Cranbrook, BC.

Call to order – 9:00 am

Attendance:

Trustees: Don Berriault – Chair, Beaver Valley; Sheryl Plotnikoff – Treasurer, Trail; Steve Warren, Grand Forks; Maureen Krohman, Beaver Valley; Roberta Rodgers, Cranbrook; Vivienne Robinson, Castlegar; Everett Rookes, Sparwood; Catherine McCormick, Kaslo; Angela Morgan, Fernie; Heather Smuin, Elkford; Paula Rogers, Nakusp; Fred Blunden, Invermere; Richard Carver, Nelson; Caron Cave, Kimberley; Jane Hayes, Kimberley

Librarians: Katherine Anderson, Grand Forks; Ursula Brigl, Cranbrook; Jim Bertoia, Sparwood; Heather Maisel, Trail; Charlie Kregel, Nelson; Melissa Svendson, Kimberley; Tracey Therrien, Salmo

Vision/ Mission Workshop:

9 am to ~ 12 noon – assisted by Dr. Lesley Beatson of Rossland BC

A workshop using the World Café model to promote interaction and exchange of ideas was conducted. The end result, a Vision Statement for the KLF –

Collaborating to support outstanding library service

Regular Business: - Call to order 1:20 pm

Agenda - additions to the agenda; letter from Anne Morgan, PLSB, Advocacy Committee
Move acceptance of agenda - Catherine McCormick, Heather Smuin

Approval of the Minutes of May 26 2007 –

Motion for approval of Minutes – Fred Blunden, Roberta Rodgers

It is noted that there are vacancy on committees and the executive. The Chair reminded the group that any organization works better when all members contribute and participate.

Q – How many meetings are held and what is the time commitment for committee participation? – Time commitment is minimal by use of electronic communications.

Catherine McCormick to serve on personnel committee.

Approval of the minutes - Carried

Correspondence

- Letter from Nelson Municipal Library Board – regarding the purchase procedures for online database subscriptions. Motion to receive and file - Richard Carver, Fred Blunden
- Letter from BCLA President – Deb Thomas – regarding appointment of Kevin Keirans to promote partnerships between libraries and BCLA. Motion to receive and file – Steve Warren, Catherine McCormick
- Letter from Anne Morgan – announcing BC150 Years Grant and Infrastructure planning grant. FYI

Report from the Chair - NA

Treasurer's Report – attached.

Move to accept Treasurer's Report - Sheryl Plotnikoff, Jane Hayes – Carried

Motion to change in fiscal year to comply with SOFI (Statement of Financial Information) SOFI requires financial reporting on a calendar year basis, KLF financial reporting is April 1 to March 31.

Motion to change fiscal year - Steve Warren, Sheryl Plotnikoff -effective January 2008

Q – Do we need to notify societies group? – No. The KLF is a legal entity under the library act and is not registered as a society.

How will we arrange an AGM within the required time frame – 2 months of the new fiscal year? Will need to be considered.

Carried

LDAG Meeting Report

See LDAG Minutes of September 13th.

Highlights:

- Letter from Deb Thomas
- 250 Grant – available to any library outside lower mainland – for professional development
- Friends of Library workshop
- Library 2020 Symposium
- Review of the Service Plan – Heather Maisel, Tracey Therrien and Melissa Svendsen to make recommendations to come back to finance committee
- Rebarcoding
- Ed Devine – Baker & Taylor
- Privacy Workshop – September 12th

Question - Proposed Kootenay Conference? – At the ABCPLD it was pointed out that the Beyond Hope Conference targets smaller libraries outside the lower mainland. It was suggested that Beyond Hope conference could be moved about the province to other regions on a biannual basis and reduce duplication of effort

Kootenay Conference can address specific needs of Kootenay Libraries and raise the profile of libraries in the region.

Motion to explore the feasibility of a Kootenay Conference – Roberta Rodgers, Steve Warren

Comments - No commercial exhibitors, grants to be applied for; funding from KLF and other sources, expanded programs for training – skills training.

Motion to close – Roberta Rodgers, Carried.

Motion in support of school librarians:

The director is instructed to invite school and college librarians the KLF training events– Jayne Hayes, Vivienne Robinson, Carried with one 'no' vote.

Director's Report

Common ILS – It may be possible for more KLF library staff to join working group reviewing ILS functions.

Common ILS Advisory Committee – will review and possibly recommend standards for loan periods and fines

Executive renewal

What happens to the KLF executive when an elected executive member leaves their home library board?

Motion – To allow executive member to stay, if he or she is willing, to the end of the current KLF year and to serve on the executive until the next AGM; Moved – Fred Blunden, Paula Rogers. Carried

Nomination of Jane Hayes for Second vice Chair - Sheryl Plotnikoff, Catherine McCormick
Jane Hayes accepts the nomination. Elected.

Committees

Policy Committee met online to develop policy for the KLF to support the purchase of the Small Engine Repair Reference Centre online database subscription. See attached.

Policy details are:

The KLF will provide financial assistance for a consortium purchase where the minimum dollar value cannot equitably be met by the participating libraries providing that:

- a) the majority of the libraries in the KLF are participating in the purchase.
- b) the participating libraries represent a minimum of 60% of the service population for the region.
- c) regional equity is met by having a minimum of 4 East Kootenay libraries and 6 West Kootenay libraries as paying partners.
- d) the limit that the KLF will spend to enable consortium purchases is \$3500 per fiscal year.

Motion to accept policy as presented - Fred Blunden, Steve Warren, carried

Rebarcoding Proposal

- See attached proposal
- The KLF director will develop a funding formula to support libraries to move collections and patron records to Codabar barcodes. The formula will take into account whether or not the libraries must rebarcode to move to the provincial ILS system and the method adopted for the rebarcoding. All libraries will receive some funds to support the change to Codabar barcodes. Total not to exceed \$37,000.
- Moved Roberta Rodgers, Steve Warren, Carried
- KLF director will explore options and costs for a KLF card and report back to the board.

Other Spending Initiatives –

Q – Regarding the length and purpose of board business meetings, is this good value for the money and environmentally responsible?

Director points out that these meetings are often the only personal contact with people she works for and with.

Meetings reinforce group activities. Meetings create buy in to the organization.
Suggestion – That the KLF incorporate training with board meeting.

Application for charitable status – not quite finished

Advocacy Committee – tabled until spring meeting

Spring Meeting – TBA Adjourned 3:20.