

Kootenay Library Federation Meeting  
Minutes: September 17, 2005  
Kimberley Public Library

***Attendance:***

**Librarians:** Ursula Brigl, Liz Robinson, June Stockdale, Deb Thomas, Pat Rorick, Ann Day

**Trustees:** Lesley Harns, Penny Sibbald, Mike Carey, Cindy Lidstone, Jack Ratcliffe, Bruce Johnston, Robert Macrae, Fred Blunden, Don Berriault (Chair), Sara Judith, Hazel Thomson, Judy Sadoway

**Regrets:** Rob Gay, Ann McNab

**Minutes:** Joanne Richards

**Call to order:** 10:10

Don Berriault conveyed from Gina Rawson her regrets for having to depart from the KLF.

**Introductions:** All members introduced themselves including acting director Joanne Richards.

**Additions to the Agenda:** Discussion of Mileage reimbursement, meeting locations, listserv.

**Approval of Agenda:** *Motion to approve the agenda. Judy Sadoway/ Bruce Johnston/ Carried*

**Minutes of June 4, 2005:** Amend to include regrets from Rob Gay.

*Motion to accept the minutes as corrected. Fred Blunden/ Sara Judith/ Carried.*

**Report from the Chair:**

Don Berriault explained that the progress in setting up the KLF was behind schedule due to the unexpected departure of director Gina Rawson. The KLF still needs ministerial approval. PLSB director Maureen Woods has requested a summarized version of the Service Plan with more pizzazz. Also, budget needs revision to reflect greater contribution from member libraries.

The group requested that a card and flowers to be sent with our best wishes to Gina and family from the Kimberley meeting.

**Treasurer's Report:**

Submitted by Bruce Johnston. Beaver Valley account closed and transferred to Creston. *Motion to accept the Treasurer's report as presented. Bruce Johnston/ Lesley Harns/ Carried.*

The question of chequing account signatures was discussed.

***Motion:** That there be four (4) signatures established to access the chequing account. At this time these signatures would be: Bruce Johnston, Ann Day, Joanne Richards, and June Stockdale. Moved Bruce Johnston/ Sara Judith/ carried.*

**Introduction of Acting Director:** see introductions.

**Old Business:**

**Receiving Ministerial Approval:**

**1. Summary / Revision of Service Plan:**

Deb Thomas spoke with PLSB director and staff seeking direction for re-submitting the KLF service plan.

We are reminded that libraries are now under the Ministry of Education and that creates a different set of expectations for libraries. Ministry is looking for more co-operative initiatives, details regarding financing to be fleshed out.

Partnerships are to be investigated with other organizations; e.g. schools, colleges, francophone society.

Submission from Deb Thomas re: New directions for service plan.

**Further discussion:**

Testimonials re: effect of KLF in purchasing power -e.g. Cranbrook

After school programs and sharing of community resources

Ongoing library board development

Seek to improve the communication with schools, CBT, colleges,

Letters of contact requesting support could be sent to regions, municipalities, MLA's

*Project committee struck: Rob Macrae, Deb Thomas, Bruce Johnston, Joanne Richards.*

**2. Budget Years 2 & 3:**

June Stockdale presented a rough draft of a budget for the current fiscal year plus years 2 & 3.

KLF is a well supported initiative.

PLSB is looking for support from member libraries to move toward \$0.25. This can come from library contribution to KLF projects

Budget will be edited and regrouped by the budget committee.

Project support software may be valuable to track financing of projects.

Member library fees due after Ministerial approval but before end of March.

Revision dates must be included.

**3. Development of Policies:**

Constitution and Bylaws to be developed first.

Policy to be investigated vis-à-vis member library policies and with reference to Interlink policies. Formulas for weighted voting or when unanimous approval is required need to be considered.

**Mission Statement:** Tabled until strategic planning process is initiated.

**Logo / Motto:** Work in progress. Referral to graphic artists in more member communities is sought.

**Website:** Work to begin in conjunction with the Logo/ Motto.

**Library Resolutions:** Midway joined June 8, 2005. No paperwork from Rossland.

**Library Fact Sheets:** Director to check that all library fact sheets are submitted and up to date.

**Mileage:** Mileage is currently \$.40/km. No motion to change.

**Meeting Locations:** Meetings rotate through member communities. No motion to change this policy.

**New Business:**

**Portal Connection for Libraries by Auto-Graphics:**

**Background:** Auto-Graphics provides the software for the province to operate Outlook on Line. Outlook on Line is not a live viewing of the library holdings. KLF is investigating the feasibility of installing another Auto-Graphics product to create a portal into the catalogues of the libraries. This would be a live viewing of the holdings including the circulation status of the material which makes this system different than Interlibrary Loan. It has potential to allow access to patron records in the linked libraries and thereby facilitate reciprocal borrowing.

If the province moves to a one card system this software could be linked to it.

Concerns were expressed around the actual usefulness of this portal and the impact of Gateway. Would we be duplicating something the province would provide anyway?

**Phone conference with Sergio Uribe of Auto -Graphics:** A very technically detailed discussion of how the installation of this software would improve access to all the library holdings in the region was given. Emphasis was made that all member ILS programs need to be Z39.50 compliant (or equivalent) in order to be connected. L4U is not Z39.50 compliant. A discounted ILL software package from Auto-Graphics is available to these libraries to assist them in joining into this system.

**Motion:** *That the Director pursue investigation of alternatives of a 'seamless web based access' to membership, catalogue and shared databases for member*

*libraries and present recommendations to the board for consideration by 15 November, 2005. Moved Bruce Johnston; second Rob Macrae. Carried.*

**Hiring Procedure for Director's Position:**

***Motion:** That for the balance of this fiscal year to March 31, 2006 we continue using the services of the acting director, Joanne Richards, and by that time we will have completed a hiring process. Moved Rob Macrae; second Lesley Harns. Carried.*

**Next Meeting:** Location: Kaslo, date to be announced.

**Query:** Can the KLF provide travel funding for professional development? Not part of KLF mandate. Dropped.

**Adjournment:** 2:30 PM.