

Kootenay Library Federation Meeting
Minutes: May 6 2006
Kaslo, BC

Attendance:

Librarians: Pat Rorick, Deb Thomas, Jane Jones, Liz Robinson, Ann Day, Annie Reynolds, Ursula Brigl, June Stockdale

Trustees: Don Berriault (Chair), Sara Judith, Judy Sadoway, Sheryl Plotnikoff, Brian Volpatti, Vicky Richardson, Angela Morgan, Bev Onischak, Clouston Chalmers

PLSB: Cheryl Stenstrom

Minutes: Joanne Richards

Call to order: 10:00

Additions to the Agenda: -Selkirk Library Community Advisory Council

Approval of Agenda: *Motion to approve the agenda. Sara Judith/Judy Sadoway/Carried*

Introductions: All attendees introduced themselves

Recommendations of the Hiring Committee: The committee recommends that Joanne Richards continue in the position of Director of the KLF. *Motion to accept the recommendation, Bev Onischak/ Judy Sadoway/Carried*

Election of Official Executive:

Elected as Executive for the Kootenay Library Federation:

In the position of Chair of the Board of the KLF – Don Berriault

In the position of Treasurer of the KLF – Bruce Johnston

In the position of First Vice Chair - Judy Sadoway

In the position of Second Vice Chair - Sara Judith

Minutes of September 17, 2005: *Motion to accept the minutes. Judy Sadoway/ Brian Volpatti/ Carried.*

Report from the Chair:

Don reported that he had been busy overseeing the progress of the hiring committee and preparing and making a presentation to the BCLA conference on the Kootenay Library Federation. He had attempted to make a presentation at the spring meeting of the Association of Kootenay Boundary Local Governments (AKBLG) on the progress and positive impact that the KLF was having in the delivery of library service in the region. However, he was not admitted onto the agenda.

Don had received a letter from the Honourable Shirley Bond announcing that effective February 13 2006 under section 49 of the Library Act that the KLF with all its member

libraries was an official library organization. Since that letter was written, Radium Public Library has also joined the KLF.

Treasurer's Report:

Submitted by Joanne Richards in lieu of Bruce Johnston

Motion to accept the Treasurer's report as presented - Judy Sadoway/ Vicky Richardson/ Carried.

Review of the Budget: the monies received in April 2006 are for the 2006-2007 fiscal year (end March 31, 2007). There appears to be a deficit incurred in the 2005-2006 fiscal year, (subject to review of book keeping). It is recommended that the 2006-2007 fiscal year will be Year One of the budgeting process.

Director's Discretionary Spending Allowance:

Motion: That the Director be given a \$2500 discretionary spending limit to spend in conducting KLF business without seeking specific approval of the Board. Moved- Vicky Richardson/ second Sara Judith/Carried

Spending Initiatives for the KLF

The Finance committee met and agreed upon five spending initiatives for the KLF for the purpose of library development and program support in the region.

1. Hand held scanner recorder for taking inventory of library collections – two in the 2006/2007 fiscal year and possibly two in the 2007-2008 fiscal year, depending on demand. Anticipated cost for Year One, \$3500.
2. Contributing 20% of the initial purchase price of a DiscoverStation system (complete solution or single user software) for any member library wishing to purchase these systems. Anticipated Cost for Year One for 50 stations, \$18,000 (corrected).
3. Development of the Ready to Read program in the region with emphasis on the kindergarten entry age group. Anticipated cost for Year One, \$6000.
4. Administrative support for region wide implementation of a joint IHA/Library/Seniors project based on the Castlegar Library pilot
5. \$6000 in support for libraries with service populations of 3000 or less for implementation of either the Ready to Read or Seniors programming in these libraries.

Motion: *To accept the recommendations of the spending initiatives as outlined by the finance committee – Vicky Richardson/second Judy Sadoway/carried.*

Travel support for KLF trustees to attend TOP

Motion: That the KLF provide travel and accommodation support to Trustees from libraries with service population of 3000 or less to attend TOP workshops in the region Moved Brian Volpatti/second Sara Judith/Carried.

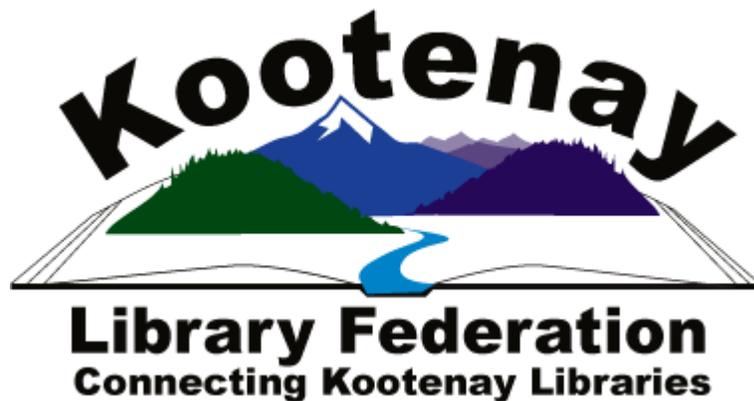
Renewed Finance Committee: Bruce Johnston, Judy Sadoway, Pat Rorick, June Stockdale

Report form Librarian's (LDAG) Meeting – Given by Ursula Brigl. See attached minutes. Next LDAG meeting to be held in the fall before the board meeting.

Introduction of Judy Deon – Selkirk College Librarian – Judy spoke about the Selkirk Library Community Advisory Council. This council is set up to assist Selkirk College Library in meeting the needs of the community outside the college. Joy Huebert from the Trail Library has served as a Public Library representative to this council, but is now leaving the area. A new member is sought from the librarians of the KLF. If interested, please contact Judy at 365-1229 or JDeon@selkirk.ca

Old Business:

Logo Committee: The logo committee sought input from graphic artists throughout the region and received 7 submissions. A small public focus group was created to obtain public perception of the possible logos. The committee then selected 2 designs that were worked together to create the semi-final versions. The penultimate versions of the logo were presented to the board at the meeting and a final choice was voted on. Here is the selected logo.



Website Report: The prototype website is ready to be posted once final version of the logo is available. PLSB will host. Site includes introduction, member libraries with contact information, events calendar, and history. It is suggested a map be added.

Policy Manual Work needs to begin to develop a policy manual for the KLF. A committee was struck consisting of Fed Blunden, Clouston Chalmers, Deb Thomas, Ursula Brigl.

Bylaws, Constitution & Registration To be completed with assistance from Dianne Kniss and Don Berriault of Beaver Valley Library

New Business:

One Card:

Background: See attached submission from Deb Thomas. In earlier discussions on reciprocal borrowing, there was discussion of the need to standardize certain policies throughout the federation. The introduction and imminent implementation of the Province's One Card program has brought these issues to the forefront, particularly with

regards to the fee for library service that is charged to those library users living in areas that do not support libraries with tax dollars.

To work on developing policy on this issue a committee was struck consisting of Deb Thomas, Liz Robinson, Bev Onischak, Ursula Brigl and Brian Volpatti.

Provincial Virtual Reference Service Pat Rorick of the Grand Forks Library has served on the committee struck by the province to investigate implementing a Virtual Reference Service for the province. She gave a presentation on the progress and work of the committee and explained how the service will work. The information included how virtual reference service can work using the new technologies, how this service fits with the province's vision for library service, goals and vision and definition of service delivery. For details of the presentation visit <http://www.bcpl.gov.bc.ca/vrmgmt/>

Common ILS:

At the September 17th meeting in Kimberley the director was asked to investigate options for '*of alternatives of a 'seamless web based access' to membership, catalogue and shared databases for member libraries*'. As previously reported, there are two options for the libraries of the KLF. Short presentation on the findings was made. One option is to create a virtual union catalogue by moving all the libraries to Z39.50 compliant software and installing portal software (AGent or Mandarin). This may not work well with the provinces interests such as establishing a provincial federated search system, the One Card program and Virtual Reference. The other alternative is to move all the libraries to a more robust common ILS which would create a union catalogue of library records.

Cheryl Stenstrom from the PLSB gave a presentation on the advantages of a '*standards based*' robust Integrated Library System (ILS). (see attached report) These systems allow patrons to choose to have more self service interaction with the library. Staff time would then be available to patrons that need more assistance and for other library functions. Below is a summary of the features of a sophisticated ILS and the standards that are important to making the ILS meet the demands for modern library service.

Features of the larger system:

- Link directly to titles in a selected list like bestsellers or recommended reading on a topic
- Catalogue record with pictures, tables of contents, reviews (both dynamic and interactive) and see also references
- Email alerts on holds, fines and due dates
- RSS feeds on patron initiated profiles like favourite authors
- Online holds including status of where your place in the queue is, option for 'first available', activate and deactivate options
- Authentication of e-book, e-audio and other digital collections
- Option for multiple classes of books and due dates with automatic fine structure, e.g. fast reads could have \$1 fine when other items just have \$.20

- Multiple classes of fees and fines
- Online payment
- Multiple bibliographic holdings statuses, e.g. just returned, on hold shelf, in transit, etc.
- Self-checkout compatibility
- Regional catalogues

Standards

- ❖ Authentication methods
 - ❖ SIP/SIP2 or NCIP (Z39.83)
 - ❖ API
- ❖ Bibliographic standards
 - ❖ MARC
 - ❖ Z39.50
- ❖ Other
 - ❖ SSL/128 bit encryption
 - ❖ ISO ILL

A formal report from the presentation is sent with these minutes.

The PLSB has hired a support person, Jacqueline van Dyk to assist libraries who are considering moving to another standard based ILS. As well, PLSB is interested in receiving proposals for funding assistance from libraries that are considering such a move. This is in recognition of the fact that these systems will better align libraries with PLSB objectives. The proposal must include a partnership with an educational institution such as college or school. The director is asked to work with J. van Dyk to determine the best alternative for an ILS for the KLF.

Next Meeting: Location: Fernie, September 30 2006.

Adjournment: 2:30 PM.