
Kootenay Library Federation Board Meeting
Minutes: Saturday, September 30 2006
Fernie Heritage Library, Fernie, B.C.

Attendance:

Librarians: Sharon Gumowsky, Elkford; Diane Andrews, Elkford; Paula Rogers, Nakusp; Heather Maisel, Trail; Tracey Therrien, Salmo; Marie Zettl, Beaver Valley; Ursula Brigl, Cranbrook; Wayne Cole, Nelson; Jim Bertoia, Sparwood; Diane Sharp, Fernie.

Trustees: Heather Smuin, Elkford; Everett Rookes, Sparwood; Caron Cave, Kimberley; Sara Judith, Nelson; Bev Onischak, Castlegar; Beth Dennahower, Fernie; Don Berriault (Chair), Beaver Valley; Clouston Chalmers, Cranbrook; Bruce Johnston (Treasurer), Creston.

PLSB: Jacqueline van Dyk.

Minutes: Jim Bertoia

Call to order: Chair Don Berriault called the meeting to order at 10:07. KLF Director was unable to attend the meeting. Jim Bertoia volunteered to take the minutes. There was a brief round of introductions.

Agenda: There being no additions to the agenda, *Judy Sadoway/Sara Judith* moved and seconded acceptance of the agenda. **Carried.**

Minutes. The minutes of the May 5, 2006 Board meeting held in Kaslo were presented. Clouston Chalmers/ *Judy Sadoway* moved acceptance. **Carried.**

Report of the Chair: Chair Don Berriault reported that there was not too much to report, but that some minor changes to the Service Agreement needed to be ratified: the changes reflect how things were actually being done. Don outlined the changes which mainly reflect the addition of Sparwood and Elkford to the Federation.

Director's Report: In the absence of Joanne Richards, the chair read out the Director's report: Nelson, Salmo, Castlegar and Sparwood have chosen to go with the Discover Stations for their internet terminals. KLF negotiated a better price for them and each library will receive 20% of the cost of the software from the Federation. Joanne reported that it was very busy during the summer due to the many initiatives that were going on at once: a lot of juggling had to be done. Anne DeGrace of Nelson is Joanne's new assistant. The Chair will ask Joanne to keep track of her tasks, to see how much time she is spending on different aspects of Federation business. Chair will see if Joanne needs more time, as it seems that the job is growing out of part time status.

Treasurer's Report: Bruce Johnston, Treasurer, presented a written

financial statement to date. Jacqueline van Dyk of PLSB reminded the Board that the Federation will now have to submit annual SOFI reports (Statement of Financial Information.) Also an auditor will have to be appointed at a future date. Some discussion arose regarding Professional Development funding. The current subcommittee on Professional Development is asked to work on guidelines as to what constitutes PD. The committee consists of Fred Blundell, Clauston Chalmers, Ursula Brigl, and formerly Deb Thomas. June Stockdale will be asked if she would be willing to replace Deb, as Deb has moved to another job in the lower mainland. Bruce Johnston moved acceptance of his report, seconded by Judy Sadoway. **Carried.**

LDAG Report: (Library Director's Advisory Group) Ursula Brigl, Chair of LDAG reported on the LDAG meeting in Castlegar earlier in the month, which was combined with the common ILS demonstrations. KLF will try to arrange three *author tours* per year on a Federation wide level with one author being a "local" writer if possible.

The inventory *barcode scanners* were tested and the Group is recommending the Symbol scanner. After extensive research, it was felt that Recorded Books provided the best and most extensive selection of *audio books* and consortium purchasing of titles will be done through them. The *common ILS* was discussed and the subcommittee will work on a RFQ (rather than a RFP at this time) to get some sort of dollar figures. The area colleges which must be a part of the ILS at the request of PLSB, need some hard financial figures before they can commit to a common ILS. LDAG wanted to enhance the BC OneCard for member libraries and had six recommendations: 1) Standardization of patron membership requirements: all libraries to require some traceable ID, or ID with photo. 2) Standardization of loan periods: one, two and three week combinations. 3) Standardization of renewal periods. 4) Disallowing "holds" at any other than one's home library. 5) Standardization of Non-Resident fees.

(There was considerable discussion about non-resident fees, some charge \$0 and some charge as high as \$60.) 6) Standardization of service allowed to OneCard patrons.

(Considerable discussion followed regarding fear of loss of books in resort communities and patrons with no fixed address.)

PLSB Report: Jacqueline van Dyk, the new manager of Public Library Services Branch reported that OneCard was scheduled to roll out October 1, but due to printing delays will be "officially" launched later in the month. Promotional materials and BC OneCards will be shipped to libraries shortly. As well, later in October Minister of Education Bond will be making official announcements about the Askaway virtual reference service and the Card for Every School Child initiative. Jacqueline reported that PLSB is a present short staffed, with a new Director yet to be hired, as well as several other administrative positions yet to be filled.

Libraries in Dialogue with Government symposium is scheduled for October 16-18 in Victoria: all libraries have been offered a travel subsidy to send a staff member to it.

The Library Reception at UBCM hosted by ABCPLD, BCLA and BCLTA is on October 26th in Victoria.

Old Business:

KLF Website: Chair reported that the site is up and running, but is not yet compatible with all browsers.

There has been no progress on either the *Policy Manual* or the *Mission/Vision Statement* since the meeting in May.

Society Incorporation: Chair reported that the Federation is incorporated under the Library Act and therefore does not need to be also incorporated under the Society Act. Our incorporation under the Library Act allows us to apply for charitable status with the Canadian Revenue Agency.

Common ILS RFQ: The Request For Quotation has been sent on the Jacqueline van Dyk at PLSB for her input and will shortly be made public. Selkirk College seems to be online about joining in the purchase of the ILS, whereas the College of the Rockies need more hard financial figures, which it is hoped the RFQ will address.

New Business:

Revisions to the Agreement: There are a couple of minor changes to the agreement: The executive will be made up of, the Chair, 1st Vice Chair, 2nd Vice Chair and Treasurer. This adds on a second Vice Chair position to the roster in place of the secretary position. The secretarial functions are preformed by the director.

New Members; Application to join the Federation can now be made at anytime of the year and is not based on the calendar year.

Both of these changes must be formally ratified at the May 2007 meeting, as our constitution states that any changes to the agreement must be given to members 30 days prior to the vote.

Marie-Claude Rivard, of the Association de Francophonie de Kootenay Ouest did not turn up as planned, but Chair reported that the Association is interested in being part of the Federation. They of course are interested in building French language collections in area libraries. They have a van which

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might possibly be of use to the Federation in the future.

TOPS Sessions: There are two upcoming TOPS sessions in the Kootenays: October 21 at the College of the Rockies in Cranbrook, and November 4 at the Rossland Library.

Travel Claim forms will be sent out with copies of the minutes when Joanne sends the minutes out.

The chair reminded everyone that participation in any KLF activity is not mandatory. Though the activities of the KLF are intended to benefit the libraries, if any undertaking does not suit a particular library, that library is not obliged to participate.

Chair thanked the Fernie Heritage Library for hosting the meeting.

The Next KLF Board Meeting is tentatively, Saturday, May 5, 2007 at Nakusp. Place yet to be determined.

Chair moved adjournment at 2:00 P.M.