

Library Directors Advisory Group

Minutes

17 October 2014

Location: Prestige Lakeside Resort, Nelson

Call to order – 10:00 am

Attending: Susan Rogers (Nakusp), Jim Bertoia (Sparwood), Avi Silberstein (Grand Forks), Nicole Ferrier (Midway), Judy Foucher (Greenwood), Jane Jones (Radium), Nicole Pawlak (Invermere), Eva Kelemen (Kaslo), Marie Onyett (Beaver Valley), Taylor Caron (Salmo), Beverley Rintoul (Rossland), Emma Dressler (Fernie), Ursula Brigl (Cranbrook), Aaron Francis (Creston), Heather Maisel (Castlegar)

Kootenay Library Federation: Joanne Richards and Helen Graham

Regrets: June Stockdale (Nelson), Karin von Wittgenstein (Kimberley), Diane Andrews (Elkford), Trail Librarian

1. Introductions:
2. Regular Business Meeting
 - a. Agenda approved - with additions
 - b. Approval of Minutes – May 2014 Meeting - Eva/Aaron
 - c. Business arising from minutes

Up-date on stickers for Kootenay Connect – removable stickers weren't removable, Dynamic is sending ultra-removable replacements at no cost. These will be sent to your library

Books 4 Babies - there is \$22,000 on KLF books to be used province wide, for Books 4 Babies materials and shipping for 2015. We, Kathy Anderson and I, will spend this balance in the next round of ordering. Subsidy, if any, for future years will require a new source of funds.

OBOK – 2014 the last year for OBOK. KLF sees value in doing something with local authors; new format is yet to be developed.

Update on no fines for overdue at the GFPL - there is no hard data yet. Test phase has not shown significant effect on number of overdue. The Board will review situation in December to see if it continues.

3. ABCPLD Update from those who attended:

Heather: meeting with Fassbender at UBCM went well. Following points were emphasized – public libraries are a core part of education, every \$1 spent on public libraries brings in \$17 to local economy, it is important to the sector to have the provincial librarian's position filled; this will assist public libraries in meeting provincial objectives. Minister Fassbender reported that there is stable funding for 5 yrs; no comment on where we are in that envelope. Key priorities for Ministry are amalgamation of school & public libraries, physical co-location, cross sectorial collaboration and shared services, provincial digital library.

Comments - ILL a great model of shared service, TOP book not available to people who don't take TOP. Provincial Initiative: New to BC, in the Kootenay Boundary, CBAL has these contracts.

In lower mainland, there are Immigrant Champions for Libraries where recent immigrants introduce new arrivals to public libraries.

Ursula: BCLA is exploring doing more for the vendors to build in more value for these important partners in the BCLA conference. BCLA looking at expanding education and strengthen partnerships with other provincial library associations, especially Ontario. BCLA very active compared to other Canadian library associations.

4. Kootenay Connect – stats update shared as handout; popularity of the resource sharing program continues.

Shipping policy – discussed and confirmed that shipping only 1 (one) Kootenay Connect item per shipping label is best practice. Shipping 1 item per label supports Canada Post and is the fairest distribution of the work.

Motion: KLF libraries will place one item per package and shipping label when shipping Kootenay Connect items. Moved Avi, second Bev. Carried.

In recognition of the increased cost of the new resource sharing, KLF proposes to pay every KLF library \$1.25 per item lent to another KLF library via Kootenay Connect. This offer is extended to include Cranbrook and Trail, for items lent via Outlook Online. Estimated cost based on most recent stats ~\$14,000. The grant will be paid from 2014 funds to support the resource sharing, a key objective for the KLF as stipulated in the 2014 grant letter from the Province. Operating surplus as of September 30 is \$42,929. Anticipated expenses for balance of 2014 will leave sufficient funds for this spending.

Q – will we need extra funds for new projects from strategic plan? Joanne – we still have un-allocated retained earnings from previous years, and there will be the 2015 and future funding for those initiatives.

Motion: That the LDAG support the proposal that the KLF pays \$1.25 per lent Kootenay Connect item to cover cost for Kootenay Connect shipping and for items lent via Outlook Online to Kootenay libraries from non-SITKA libraries, for calendar year 2014. Moved Heather, second Susan. Carried

Motion: that the Kootenay Connect committee to explore the possibility of College of the Rockies joining Kootenay Connect. College of the Rockies is on SITKA and may be able to participate in Kootenay Connect. Moved Heather, second Avi. Carried.

Cranbrook is experiencing a drop in ILLs. Ursula will see if other non-Sitka libraries in the interior are interested in approaching the Co-op collectively to ask about building a bridge between systems.

5. Fluid Surveys is a tool with comparable features to Survey Monkey. Its servers are hosted in Canada which is preferable. Recommend switching to Fluid Surveys. This would mean downloading any surveys your library wants to save. Survey Monkey account will end May 26, 2015.

Motion: The KLF will switch to Fluid Surveys as the shared survey tool for this federation. Moved Avi, second Taylor. Carried.

6. Discussion with Mari Martin:

There will be an announcement regarding the Provincial Librarian position (Director of Libraries Branch) by end of the year. This position is mandated by the Library Act.

Shared Library Services between public, schools and advanced education is a continuing priority for government.

Provincial Digital Library – to be built to enable public access to publicly funded research. At this time, this concept does not include purchase of share resources (core suite)

Examples of libraries working with other sectors:

- Invermere: bringing in books for a grade 5 class projects
- Cranbrook: Deanne from CPL works with teacher librarian to form Red Cedar clubs in schools. Library arranges author visits.
- Fernie: once a month Red Cedar Club at the library for grades 4 to 6; library works with teachers to understand the curriculum goals making it easy for teachers to work with the library
- Greenwood & Midway: Midway and Greenwood Reading Link Challenge (RLC) for grades 4 & 5 for 4 years. Greenwood piloted and expansion to include grades 6 & 7. Good support from the principal at West Boundary and Greenwood Elementary Schools.
- Kaslo also offers RLC in nearby schools, and is experience increased enrollment.
- Fernie works with College of the Rockies nursing students.
- Castlegar – children’s librarian visits Selkirk College to present to ECE class on children’s resources at the public library.
- Creston – improved relations with Lower Kootenay Band

MM: already doing a lot, is there any way of doing it better?

- Barriers – working with schools depends on building individual relationships with principals and teachers.
- Q - is the ministry supporting school libraries going to SITKA? Funding not increasing so these developments must come from existing envelope.

7. Commercial movie PPR Licences - it is still an option to buy Audio Cine Film Canada license to show movies in your library. Cranbrook purchases the main license for the period June 1 to May 31. Other libraries may join as branches, at \$275 plus taxes per year.

8. SRC Conversation – Avi – will send out an e-mail with questions on this topic.

9. Programming Boxes – Survey indicated that libraries would like secure a grant, or budget KLF funds, to add more boxes and up-date current ones. Distribution a challenge, but postage for boxes will be reimbursed by KLF if you have to send them to another library in between exchanges. Suggested

that boxes are catalogued on SITKA, so everyone can keep track of where they are. Joanne to talk to Sitka support.

10. Author Tours 2015 – The KLF spends \$15,000 a year on author tours. Is this money well spent? Often poor attendance at events. To be discussed in context of strategic plan.

11. Training – Skillsoft, Law Matters – Skillsoft online training is available to all KLF libraries. KLF will evaluate the Conversations program to gather your comments on the program and Skillsoft resources.

Mari: need a consistent training platform with CLTP going.

Some library staff is expressing interest in this type of online training. Suggest that having a similar model of conversations related to other online material directed at staff may improve uptake and outcomes. Joanne will follow up.

Comment – would like to have virtual access to the many training sessions held in the lower mainland.

Law Matters – may be available in your community. Courthouse Library sends consultants (Janet Freeman attended a couple of the KLF Conferences) to speak to community groups.

12. Strategic planning process – presentation and discussion with consultants - Andrew Jarrett & Helen Lutz. Key issues from scan – see handout

13. Sitka Acquisitions Module –Who uses it? Marie: it has taken a load off my plate, learning curve is huge, but worth it once you know how to use it. Nicole: loves it for budgeting and so patrons can see what's coming

14. MyCard update: was called the youth card project, is still alive. Small group of libraries (10) have agreed to do a pilot project with cards kids can personalize. There will be stickers with a range of artwork. Estimated cost ~ \$0.35 per card. Sparwood & Kimberley are KLF participants.

15. Recording Driver's License number with patron registration: Discussion. Best practices is not to record DL. If you do use it for collection purposes, patrons must be told why you record this data. If you use a debt collector, find out if they need DL.

16. Dell Computers: is this still being looked at as a consortium item? Joanne: That depends on demand from the group? Co-op did explore leasing computers through Provincial Municipal Finance Services, but found the demand was not consistent or high enough.

Mari – consider Computers from Schools. (Joanne's note: I asked Ben about this and he said used refurbished computers for public access stations if fine, and also for monitors or laptops for lending etc. Recommend spending money on staff workstations.) TechSoup is a source for software.

Joanne will follow up with KLF survey.

17 - Round table – best and most challenging thing happening at your library.		
Library	Best thing	Most challenging
Creston	renovations to children’s area	Rent negotiations with landlord - RDCK
Cranbrook	kiosk at the airport of Cranbrook resources in the secure zone and a “lending” library	keep people from getting sick
Fernie	the Fernie Book Bike	kids not vaccinated & illness has impacted library program
Rosland	75 th Anniversary with 200 people at the library to celebrate	Planning for renovation of the library space.
Salmo	Have received grant for 2 more computers	Renovation is waiting on CBT funds
Beaver Valley	Friends will buy a petting zoo to support training	Budgeting issues from RDKB
Kaslo	Reading club for youth with 12 – 15 kids per session. Movies and books make up program	City Hall restoration makes things very noisy (but will get office window to outside at the end)
Invermere	Fixed expired cards being able to access Overdrive.	Found they can’t use the Senior’s bus to bring people to the library for programs
Grand Forks	Lending Halloween costumes	Personality clashes in staff
Sparwood	New, younger board members	Email issues
Castlegar	Renovating basement and cleaning up storage area	Issues with Friends group in transition

Adjourn: 4:15 pm