

Library Directors Advisory Group Minutes 1 October 2015

Location: Castlegar Public Library

Attending: Taylor Caron, Ursula Brigl, Bev Rintoul, Eva Kelemen, Heather Maisel, Diane Andrews, Aaron Francis, June Stockdale, Kathryn Foley, Jim Bertoia, Avi Silberstein, Emma Dressler, Susan Rogers, Heather Buzzell, Cari Lynn Postnikoff,

Libraries Branch – Cindy Ralph
KLF – Joanne Richards

Call to order – 9 am PDT

1. Introductions

2. **Programming Box exchange** – boxes are now listed on the Sitka system, visible to library staff only and can be exchanged via Kootenay Connect. Some bugs are being worked out. Watch for more info on procedures for placing holds and checking-in boxes. For shipping, boxes can be shipped via Canada Post. Please tape shut before mailing. Please use Canada Post Venture One card to ship Business Expedited at reduced rate.

3. Regular Business Meeting

- a. Additions to/Approval of Agenda - Jim Bertoia/ Beverley Rintoul, approved.
- b. Approval of Minutes – May 2015 Meeting – add Jim Bertoia to attendees. Beverley Rintoul/Emma Dressler, approved as amended.
- c. Business arising from minutes - Cranbrook still planning Dell computer purchase; watch for email if your library is interested. Staples can provide office supplies at discount. Joanne to forward email.

4. **Strategic Plan review** – no comments on progress through the Strategic Plan.

Q – Why are Board and LDAG meetings not on consecutive days? Because of training workshops.

5. Libraries Branch update –

There is a new provincial librarian, Mari Martin as of June 2015. New library consultant and stats research assistant tba soon.

Provincial Goals remain the same – Equitable Access, Resource Sharing, Shared Services and Collaboration, as well as a focus on the Education Transformation and supports for the BC Jobs Plan.

- a. Shared Services – arose from core review of Advanced Ed Ministry. Focus is on cross sectoral collaboration. Example is the Provincial Digital Library which will give public access to BC funded research.

Branch is still collecting ideas for other shared services. Please share your thoughts with Cindy and Mari

- b. Professional Learning – BCLA received a grant to study and report on opportunities already available to library staff, and to create surveys to assess the needs and gaps for learning in the library field.

Federations were given grants to develop training programs that target library management.

- c. Learning Transformation - regional workshops have been held in some parts of the province to explore implementation of learning transformation. Rod Allen from the MoE presented at BCLA conference to both library staff and trustees explain governments objectives.

Goals – to have young people who are thoughtful, creative and self-motivated.

Libraries can provide spaces for collaboration and exploration.

Joanne to send MoE report to group highlighting section that may be helpful for LB Annual Report.

New Minister of Education (July 30 2015) – Mike Bernie is brand new to cabinet. He met with Library Partners (ABCPLD, BCLA, BCLTA and BCLC) at the UBCM. Reports are that this went well.

Q – funding? No news.

- 6. **Training plan** – No questions or comments on the training plan document prepared by Ingrid Liepa. Two committees struck:

- a. Outcomes methods – Heather B, Taylor, Ursula
- b. Planning – Kathryn, Aaron, Heather M.

Q – what are the plans for more online training?

A – The North East Library Federation (NELF), with endorsement from the Kootenay and North Central Federations, received a \$25,500 grant from Libraries Branch to continue the online management training for library directors plus online training for staff. The training program is being developed by Royal Roads University (RRU) and consists of two parts – leadership series and staff training workshops. The courses are selected based on the response to training needs surveys in the federations, including the “Thought Exchange” shared by KLF libraries. All courses will take place in 2016.

The leadership series will give those that complete all six courses a certificate and the potential for earning micro-credits towards an MA degree from RRU leadership program. Instructors are regular RRU staff. By partnering with Royal Roads, which is an accredited university, the intent is to give the participants credentials for this training that could contribute to further education and is recognized in the library field in the same manner as the Community Librarian Training Certificate.

Cohort based – the library focus for this training arises from the creation of a cohort of library participants. Number of participants: min = 12; max = 24

Cost – because of the grant, the Federations are able to offer these courses at an average of a 50% discount from the cost if participants signed up for individual courses. Some of these courses are not available individually.

Estimated cost per participant for the six courses in the leadership series - \$1,230. Because of the Cohort, participants must sign up for all six courses. Estimated cost for staff courses ~\$205 per participant. Individual courses receive a certificate.

Registration is expected to open in November 2015.

7. Support for Kootenay Connect & Sitka Cataloguing

- a. Cataloguing support – plans for working with Sitka at BC Libraries Co-operative to hire a catalogue support person for the KLF and NELF have been dropped. Sitka staff explored the option, and are hesitant; they suggest more participation in the shelf-ready purchase project to reduce library staff time spent on cataloguing and to address duplicate record issues in the Sitka catalogue.
- b. Kootenay Connect support – consensus of those at the Oct 1 meeting is that if possible, a year-end KLF grant to support lending to KLF libraries would be helpful to the libraries. Joanne will follow-up near December 31 and advise if this grant is possible.
- c. Motion – that the KLF LDAG write a letter to the BC Libraries Co-op /Sitka group asking for development of a seamless connection for patrons from the Cranbrook and Penticton systems to Sitka catalogue. Susan Rogers/ Heather Maisel. Carried.

8. **Inter-federation Sitka ILLs** – the North Coast and North East Library Federations have begun exploring inter-federation Sitka ILLS. Sitka has created a new Inter-federation ILL zone. Libraries that elect to join this zone are removed from any Sitka ILL zone in which they have been participating. Policies are being developed and at time of writing, 8 libraries are participating in this new zone. Sitka will arrange period windows for more libraries to join this ILL zone.

Joanne suggests watching how this new zone functions and having further discussions next spring or perhaps before next opportunity to join this group. Consensus is that all KLF join at once so there are no orphan communities that do not have Sitka ILL partners in our region.

9. **Patrons with dual property ownership** - MOTION: When a library member is a resident or property owner in two or more communities, that individual may have more than one home library card and patron record in Sitka. Eva Kelemen/ Heather Buzzell. Carried.

10. Regional projects update

- a. Literary maps – Spoke to Anne DeGrace about this project. She is asking Allan Twigg of BC Bookworld about any plans he may have to bring this project outside of Vancouver
- b. East west reading challenge – no progress

11. Quick round table

Library	Exciting Thing	Challenges
Rossland	New bathrooms!	Weeded 4000 books
Sparwood	Managed the SRC without the Rec Centre which was very successful	Motivating staff for training

Library	Exciting Thing	Challenges
Trail	New library design is progressing	Fundraising and building relationships
Penticton	Developing new marketing plan & planning for staff retirements	Working with the new city council
Grand Forks	All new lights in the library	New to position of library director
Elkford	Received community initiatives grant – new children’s furniture, new tablets	New photocopier
Cranbrook	Program attendance way up – 639 people attended SRC Purple Pirate performance; Outreach Co-ordinator engaging community really well; 90 th Anniversary Gala promotion	Need to re-allocate staff time to new activities like community engagement; how to deal with steady circulation demands
Creston	Developing new strategic plan; want to embrace broader trends.	Developing new strategic plan; want to embrace broader trends.
Salmo	Worked with Community Center to co-ordinate some SRC activities which brought in more kids	Move into new library space
Avi Silberstein	New baby boy	New baby boy
Kaslo	Library renovations	Library renovations
Fernie	‘Get Outside the Lines’ – library events happening in many locations in town.	New staff members
Nakusp	‘Look who’s Reading’ column in newspaper	Circulation stats are dropping
Nelson	October is Library Month events; new literary chocolate bars are available Hosting 95 th birthday party and launching new cookbook – “Pairings”	Succession planning for library staff
Castlegar	Installed Rec Centre book drop bin	Still looking for a qualified CAP intern.

12. **Next meeting** – May 6th in an East Kootenay location

13. Adjourn

14. Navigating Today's Communication Challenges

Presenter: Grant Penner of The Berrant Group

A highly engaging, interactive workshop on communication; topics discussed included:

- a. people do best what they like to do, so time invested in getting to know your people is time well spent
- b. the importance of listening
- c. different communication styles and personalities
- d. how to form the best teams with the people you have
- e. the importance of positive feedback, timely feedback and that annual performance review should contain no surprises

Friday, Oct 2nd

High Performing Team Dynamics:

Presenter: Grant Penner of The Berrant Group

Time: 9 am t – 3:30 pm (PDT)

Library directors and staff participated in discussions and demonstrations of how teams function. The demonstrations showed that:

- a. stages of team development = teams are dynamic
- b. conflict is normal and can be positive
- c. good communications is essential
- d. attention to feedback from team members can improve outcomes
- e. complicated processes (like paper airplanes & library services) require team members to rely on each other