

Kootenay Library Federation
Board Minutes
9 May 2015

Kimberley Conference & Athlete Training Centre
290 North Star Blvd., Kimberley,
Phone: 250.427.0601

Attendance:

Trustees: Jackie Letkeman (Chair, Castlegar), Don Berriault (Treasurer, Beaver Valley), Linda Farynowski (Vice-Chair, Creston), Martin Domeij (1st Vice-Chair, Grand Forks), Ellen Watters (Kaslo), Heather Davidson (Nakusp), Katherine Hough (Cranbrook), Debbie Nelson (Rossland), Norm Funnell (Invermere), and Sharon Block (Nelson), Karen Smithies (Elkford), Greg Bradley (Kimberley), Shawn Whitelegg (Greenwood)

Library Directors: Heather Maisel (LDAG Chair, Castlegar), Eva Kelemen (Kaslo), Beverley Rintoul (Rossland), Taylor Caron (Salmo), Nicole Pawlak (Invermere), Ursula Brigl (Cranbrook), Aaron Francis (Creston), June Stockdale (Nelson), Diane Andrews (Elkford), Kathryn Foley (Trail)

Libraries Branch: Cindy Ralph (LB)

Kootenay Library Federation: Joanne Richards (Minutes)

Call to order – 10:02 am MDT

- 1) Introductions
- 2) Additions to /Approval of the Agenda: – Linda Farynowski/Shawn Whitelegg - carried
- 3) Approval of the minutes of October 2014 meeting: - Martin Domeij/ Norm Funnell - carried
 - a) Business arising from the minutes –

Question to LB regarding ongoing funding for Penticton Public Library (PPL) membership in the KLF:

In 2012, funds were delivered to the KLF in support of exploration of PPL joining the KLF. Funds to be released on acceptance by the KLF and upon signed resolution from PPL. (Signed 27 November 2014). At this time, funding for Federations is capped within the LB. Initial PPL funding was from discretionary pot. Suggest that KLF & PPL to send formal request to new Provincial Librarian for ongoing funding for PPL to be part of the KLF.

Virtual Meeting option – this was discussed at the May 2014 meeting; survey to follow. This option is not intended to replace the face to face meeting. Virtual option may be needed to enable more people to attend Board meetings. Survey of members will be available around the end of May.

- 4) Committee renewal:

Finance – Don Berriault (Chair), Marie Onyett, Debbie Nelson, Heather Maisel (LDAG Chair)

Policy – Martin Domeij (Chair), Shawn Whitelegg, Eva Kelemen

5) Correspondence:

Signed agreement from Penticton Public Library Motion to receive – Norm Funnell/ Kathryn - received

6) Treasurer’s report:

- Financial statements to April 30 distributed. Motion to approve – Linda Farynowski/ Heather Davidson, carried
- Acceptance of 2014 Yearend Notice to Reader prepared by Pinnacle – the difference between the Pinnacle statements and the statements prepared by Gloria is now understood. Discrepancy is due to treatment of payment from Common ILS Reserve to Creston for migration to Sitka. Balance sheet from both sources is the same. Motion to accept the Pinnacle statements – Don Berriault/Ellen Watters - carried.
- Motion to move restricted PPL funds to operations for the 2015 budget –Don Berriault/Linda Farynowski - carried.
- Do we want a review for 2015? - Cindy to follow up with branch regarding the requirement for outside review of the KLF books. As principal funder, LB sets this requirement.

Response: yes, this is a requirement (via email 15 May 2015).

Pricing for Accountant Services: Review engagement for IslandLink (2013) – by Lee & Sharpe \$2756.25 in 2013; Quote from Yule & Anderson (Castlegar) - pending

7) Reports:

Verbal reports from Chair; Director’s report distributed; LDAG report - pg. 6; LB Report - pg. 7

8) Old Business :

Approval of the 2015-2018 KLF Strategic Plan; Motion to accept the draft strategic plan as the plan for the KLF for the period 2015 to 2018 – Don Berriault/Heather Davidson - carried. Some edits for clarity are requested.

9) New Business: – seeking professional development suggestions for KLF Board reps. As an example, BCLTA has developed a new package for advocacy directed at local government. Other suggestions – how to engage community, succession planning, visioning for library service,

10) Round table – 2 newsworthy items & 1 challenge from your library – see below

11) Next meeting – Saturday, October 17

12) 2:20 pm Motion to adjourn – Shawn Whitelegg

Library	Successes	Challenges
Creston	Re-vamped the children’s area & was recognized with a BCLA Merit award for building project. Four new members have joined the Board.	Working on new strategic plan
Invermere	Have become a CRA designated site for volunteer tax	Have been working for 20

Library	Successes	Challenges
	preparation site for low income people needing support. This is a new profile in the community.	years for new library space and are hoping to be part of the phase 2 of the RDEK Multi-use facility. Referendum planned for November 2016.
Trail	Trail Library is celebrating its 90 th anniversary of library service. Referendum for new library facility has passed. Kathryn has had a successful first 3 months as library director.	Raising funds for furnishings in the new library.
Cranbrook	Developing a library endowment fund. Need \$10,000 to become fully endowed to obtain earnings from the investment. Have 10 years to reach \$10,000 Celebrating 90 th anniversary of library service. Doing a re-brand with new logo. Enjoying increased community engagement with staff person responsible for this activity. Enjoying new and varied collections.	New board members (finding?) Working to make community engagement a core library service.
Kaslo	Celebrating its 95 th anniversary of library service. Received a bequest of \$90,000 from estate of Anne McNabb (former trustee and KLF Board rep). Also \$5,000 from Western Financial Group for infrastructure improvements. Youth Book Club a great success with 17 members!	Not enough space Need new Treasurer
Salmo	Renovation of library continues Received \$85,000 from Columbia Basin Trust.	Keep the library functioning during the renovations New Strategic plan, new board members, new city council
Nakusp	Completed new strategic plan & started a new PR campaign – How local celebrities use the library. Funding received to put in sidewalks to allow man lift to work and improve access to library in the upper floor of building. Planning new memorial garden. Also designate volunteer tax centre.	

Library	Successes	Challenges
Nelson	<p>The Nelson Library Board now has 11 members, up from 9. This includes a new city rep.</p> <p>Slocan outreach service has moved from Winlaw Elementary to Passmore Lodge. This has been well received by Slocan Valley community.</p>	
Kimberley	<p>Has new 'Writer in Residence' – Jordan Zinovich</p> <p>Also new LibPress site, and new board member Dan Moe. Library will be supporting the space with an external collection of materials, as well as some in house. The mini makerspace or Tinkerspace for younger people which will get under way this summer in conjunction with "Build it" SRC. There will be no special designated space other than craft space normally planned for kids' summer reading club activities.</p> <p>Friends' used bookstore in Marysville is doing well.</p>	Space
Elkford	<p>Workshop on preparing a Will was offered at the library with good attendance. Other workshops in this line are planned.</p> <p>EPL has received \$1000 from the Lions Club for Summer Reading Club and possibly \$5000 from the CBT Local Initiatives funding for furniture for the children's area and some tablets for the adults.</p> <p>Big idea – possibly a new space for the library which would be closer to the schools.</p>	Space and Promotion
Castlegar	<p>The library has received funding to remodel the basement rooms. Designs are under discussion.</p> <p>Library is now involved with the Downtown Business Association (DBA). Library draws an average of 250 people /day to the downtown.</p> <p>Danika Soukeroff is arranging open mic performances in the outdoor amphitheatre for the summer.</p>	Engaging the community – particularly for the open mic events.
Rossland	<p>Renewal project continues – please see link on left-hand side below banner-</p> <p>http://rossland.bc.libraries.coop/</p>	Changing staff rolls
Grand Forks	<p>Surplus for rent and maintenance payments have been applied to new HVAC system for the library. The</p>	To keep up the direct marketing approach to

Library	Successes	Challenges
	<p>new system uses half the energy of the old. Plans to implement heat recovery and energy efficient lighting for further savings.</p> <p>Board Chair implemented new direct marketing to attract attendees to the GFPL AGM.</p>	<p>attracting attendees for the AGM.</p> <p>Lower the average age of the Board</p>
Greenwood	<p>Greenwood PL is celebrating its 70th Anniversary of library service.</p> <p>The library has had no hot water due to renovations in the community hall which is upstairs.</p> <p>The bathroom in the library is being renovated.</p>	
Beaver Valley	<p>The BV Library developed and led with support from CBAL, two “age friendly” workshops on iPads. Focus for training was on Facebooking and downloading library e-resources.</p> <p>Library hosted a book launch for a new cookbook written by Fruitvale resident, Danielle Labelle</p> <p>There are two new board members.</p>	

LDAG Meeting Report to Board Meeting May 8, 2015

Reported by Heather Maisel

Hotly contested election results for LDAG leadership in 2015 - Chair- Heather Maisel, Castlegar; Vice Chair—Aaron Francis, Creston

Regarding consortium purchase of Dell Computers—we can get good pricing if we agree on the same kind of computer. No agreement = no good pricing. Recommendation from the Co-op is to buy “up to the minute” computers for staff then rotate older computers to public use.

Cranbrook will be acquiring approximately 12 new computers in 2016—early in the year. Cranbrook uses a lease to own to maintain a constant IT equipment line item in their budget. Currently, this is about \$700/month for 13 computers over 36 months.

Ursula will notify the group when she is starting to negotiate new agreement.

Kootenay Connect update: At the last meeting, there was a motion to explore including COTR. Joanne checked with Sitka and Mari Martin at Libraries Branch—not simple, but not impossible. There is a big Kootenay Connect meeting coming up at BCLA to discuss how to make Sitka ILL work better between silos. There may be some post-secondary political issues involved. Have not asked COTR yet—it is unclear how/if they would be compensated for lending to public libraries.

Ursula—talked with Penticton about working together on connectivity between other standards based systems like SirsiDynix Horizon and Sitka. Cranbrook reports a 30% decrease in ILLs. May approach other non-Sitka libraries in the interior.

Question: are there other Sitka libraries that are not in federations—yes—Sea to Sky libraries that are in Interlink.

Survey tool: KLF libraries now have the option to use FluidSurveys or SurveyMonkey. Consider using FluidSurveys if sensitive info is involved as this company’s servers are hosted in Canada. Login and PW available from Joanne.

Strategic plan—there was no feedback from any boards. Request to spell out any acronyms initially. June—suggest having strategic plan on agenda at all LDAG meetings to keep it in our minds.

Speaker tours: Not gone really well this year—Nikki Tate, Mark Forsythe and Greg Dickson went well; Sanford Osler has mixed reviews. Vicki Grant will tour in the fall if Canada Council grant application is successful. Generally events in schools go well. Need to think about approach for next year.

June Stockdale reported on the library advocacy project for the whole province, led by a committee of the ABCPLD. Have developed a document for the Minister of Education to talk about libraries and how they can/do support Ministry goals; may lead to vision statement from public libraries. Current version is missing input from smaller libraries. Document will be sent out to library directors for further feedback and comment.

New regional project:

Now that OBOK has run its course, should we consider doing something to highlight and support local authors?

i. East-west reading challenge

Some interest. A committee to be formed

ii. Literary maps

Please see here - <http://pwp.vpl.ca/literarylandmarks/about/> This is a partnership project between BC BookWorld and the VPL. It may be possible to have something similar in the KLF region. Joanne to follow up.

Libraries Branch Report to Board Meeting May 8, 2015

- **Branch Update**

- *Provincial Priorities for Libraries for 2015 Grants are:*
 - **A focus on equitable access** to library services for all British Columbians, including efforts to extend library service, both physical and digital, to under-represented populations (ex. Aboriginal, print disabled, and immigrants).
 - **Increased supports for education transformation.** Libraries, as key partners in providing supports to students and parents outside of the classroom, should continue organizing and collaborating on community-based, personalize learning opportunities for all learners which allows them to realize their full potential in reaching personal goals.
 - **Support for the BC Jobs Plan by improving outcomes for job seekers in BC.** Specifically, libraries should focus on tools, programs and essential literacy supports that help your community explore new skills and employment options, leading them to be successfully “first in line” for job opportunities for today and tomorrow.
 - **A focus on collaboration between libraries and other partners.** For example, the development of shared service models and resources which extend or improve seamless access.
- Staffing
 - In the midst of holding a competition for both the Director position and then for the Data coordinator.
 - Continue to email myself and Mari for consulting questions, or look to the Commons for information
 - And for now email Allan Carlson about Annual Stats
- Where you can find us this year
 - BC Library Conference (session)
 - BCLTA Conference (session)
 - Beyond Hope (session and Professional Learning Day)

- **Shared Services**

- Builds on the collaborative nature of the sector to promote greater coordination and enhance programs and services
- Improve public access to academic research and other digital resources across the province
- Increase opportunities for libraries to work across traditional borders
- 2014 announcement – 2015 will be for conversations and consultations – 2016 implementation – 2017 review
- Further information can be made available through a teleconference, with a more formal presentation

- **SOFI (new process)**

- <http://commons.bclibraries.ca/sofi/>
- Q&A sessions were held earlier this week and it gave us a chance to give an overview of the new process which will hopefully make this whole thing a bit easier. For those who have done it for years, your feedback and suggestions will be much appreciated.

- **Annual Stats**

- Delayed this year for various reasons... hiring
- The instructions for what you need are already on the Commons (very extensive page with lots of information), so prep work now will be a good idea. All SITKA and electronic resources information will be pre-loaded for you.

- **Professional Learning**

- Professional Learning Day at Beyond Hope, if this session is successful and there is interest we will look at ways to host another one for some of the other areas in the Province. INTERLink has also been able to offer this session to their member libraries.
- The Commons page continues to be updated monthly with webinar offerings (on behalf of the BCLA Continuing Education Committee)
- Further exploration and avenues to support some of our partner groups with Professional Learning activities, offerings, and assessment projects
 - The Branch has provided resources to the North East, North Central and Kootenay Federations to expand and deliver, to all libraries in BC, their professional development and learning series for library directors, senior management staff and library service staff. The program will consist of reading resources for selected topics supported with asynchronous and synchronous conversations about each topic. The participants will be separated into streams so that groups are limited to about 15 participants each; there will be six topics per stream. Cheryl Stenstrom will provide professional guidance for the topic delivery and facilitation of the conversations. In some instances, there may be guest facilitators.
 - The Branch has provided resources to the BCLA to spearhead a Professional Learning Assessment project which will articulate the professional development and training needs of the BC library community. The project will focus on two areas of research:
 - Environmental Scan of existing training or educational opportunities within the province and outside the province;
 - Assessment of learning needs of librarians and library staff across the province.
- **Provincial Library Grant Reports**
 - Great Q&A sessions were held leading up to the due date
 - By the due date we received all but a small handful of them – that’s a record!!
 - Will be spending time after Conference season to go through them and will build a ‘reflections report’ from what we have learned in regards to the Provincial Priorities that were aligned for that year
 - All reports are and will be listed on a public page on the Commons. We have a page for 2012, 2013.
- **Outlook**
 - The branch is working with ELN to be able to provide better support for the tool as it is, to meet the level of troubleshooting required by our users