

Meeting Minutes
KLF Library Director's Advisory Group
October 14, 2016

Location: Downstairs, Nelson Public Library, Nelson, BC

Time: Friday October 14, 2016
10:00 AM to 3:00 PM (Pacific)

KLF Library Director Attendees: Aaron Francis (Creston), Ursula Brigl (Cranbrook), Eva Kelemen (Kaslo), Kathryn Foley (Trail), Beverley Rintoul (Rossland), Heather Maisel (Castlegar), June Stockdale (Nelson), Emma Dressler (Fernie), Taylor Caron (Salmo), Cari Lynn Gawletz (Grand Forks), Judy Foucher (Greenwood), Susan Rogers (Nakusp), Jim Bertoia (Sparwood)

KLF Staff: Glenda Newsted

Regrets: Heather Buzzell (Penticton), Karin von Wettgenstein (Kimberley), Jane Jones (Radium), Diane Andrews (Elkford), Nicole Pawlak (Invermere), Chris Condon (Midway), Marie Oynett (Beaver Valley)

Professional Presentation: Kim Froehler, The Imaginaria Learning Lab (presentation materials included with meeting minute package)

Friday October 14, 2016 – Meeting called to order at 12:05 pm PDT.

2. Additions to/Adoption of Agenda

Cindy Ralph to call in at 12:30 PM PDT to provide Libraries Branch update.

Amended Agenda adopted: Eva Kelemen – motion/Emma Dressler – seconded. Carried.

3. Approval of Minutes – April 29, 2016

Question arose regarding the process for the Program Boxes. Suggestion made to add Program Boxes to the agenda as item # 17. All agreed.

April 29, 2016 minutes adopted: Eva Kelemen – motion/ Heather Maisel – seconded. Carried.

4. Business Arising from Minutes

No business arising from April 29, 2016 minutes.

5. **Correspondence: Libraries Branch Letter**

KLF Director read the email correspondence received on October 7, 2016 from Mari Martin, Libraries Branch, stating that the KLF's March 15, 2016 request for an increase of \$10,589 in funding for Penticton Public Library's was denied for the 2016/2017 fiscal year. The KLF is encouraged to apply for the 2017/2018 fiscal year and is encouraged to align the grant request with the Libraries Branch strategic plan.

6. **Libraries Branch Update**

Cindy Ralph was not able to attend the meeting due to inclement weather and cancelled flights. Phone call made to Cindy at 12:30 PM PDT. Cindy provided the following verbal update:

- Expressed a formal thank you for support and participation during the engagement of the strategic plan review
- Strategic plan is being reviewed internally – uncertain of release date at this time
- Mari Martin will be facilitating a brainstorming session at the ABCPLD

7. **KLF Director's Report**

Glenda reviewed the Director's Report as well as the Draft Provisional Budget for 2017. Group engaged in discussion regarding the upcoming Libraries Branch strategic plan, new school curriculum and how libraries can adapt to ensure innovation and relevancy. This discussion including recognition of aligning the KLF budget to reflect and support innovative programming.

Resolved that:

The KLF will support innovative and responsive library programs and projects across the KLF and its communities.

Ursula Brigl - motion/June Stockdale – seconded. Carried.

Resolved that:

The KLF 2017 draft provisional budget be amended by combining the following budget lines 14, 15, 16, 17, and 19 into one budget line – Programming/Projects – and will be revisited in 2018.

Taylor Caron – motion/Emma Dressler – seconded. Carried.

8. BC Library Co-operative Update

Glenda provided a verbal update on changes to the BCLC invoicing to the KLF and member libraries. BCLC will invoice libraries directly for core databases, and the KLF will only be invoiced by BCLC for non-core databases.

1) BC Interlibrary Connect

a) Use of stickers

KLF Sitka libraries see value in continued use of labels for ILL items. Glenda will continue to work with other BC Connect libraries to gain consensus on using a consistent label for these ILL items. KLF Sitka library consensus on the following wording for the labels: BC Interlibrary Connect

b) Privacy

Eva raised the concern of personal patron information being shared on transit slips.

ACTION: Glenda and Eva to ask BCLC/Sitka to change default settings.

c) Unknown ILL lending costs

Glenda reviewed the unknown costs to the ILL budget with the transition to BC Connect as it is assumed that KLF Sitka libraries may have increased lending rates.

9. SRC Review

Glenda provided a brief overview of the 2016 SRC training and SRC reports from the SRC trainers. KLF members find this training for staff valuable and appreciated the training being split into east and west to reduce staff travel.

10. KLF Reserve Fund Policy

Glenda reviewed the proposed Reserve Fund Policy for the KLF Board meeting on October 15, 2016.

11. RRU Training Update

Glenda provided an update on the 2016 RRU training – numbers in both the courses and certificate were above the minimum required. At this time, there is uncertainty if there will be funding for 2017.

12. Youth Cards

Glenda provided a brief update on this project and her conversation with Karin von Wettgenstein (Kimberley). Glenda and Karin are willing to continue work on this project if there is interest. A short discussion was held regarding the target age for this card – consensus that the focus should be on 12 to 19 year olds.

ACTION: Glenda to speak with Libraries Branch regarding the flexibility of the funds (\$4,470).

13. Tech Tubs Proposal

Melodie Rae, Teen Librarian for Nelson Public Library, joined the meeting to present on her Tech Tubs Proposal. Discussion that the tubs would need to be large enough for a class and include program/educational/lesson plans.

Resolved that:

The KLF support the Tech Tub as a KLF wide project. Glenda will provide a detailed 2017 project plan to the KLF LDAG by January 15, 2017.

Heather Maisel - motion/Kathryn Foley – seconded. Carried.

14. Discarded Book Club Sets

Glenda reminded library director's to take the discarded book club sets.

15. New Items

a) Book Bag Project – Ursula

Ursula discussed the Grab and Go bags she had shared via email. No interest at this time from the group to pursue.

b) Programming Boxes – Eva

Eva expressed concern that the KLF Program Boxes are not being used in a consistent manner throughout the KLF.

Resolved that:

A committee be formed to review and develop policies and procedures for the program boxes that includes library directors and staff, including both Sitka and non-Sitka libraries.

Taylor Caron – motion/Emma Dressler – seconded. Carried.

c) Jim Bertoia shared that Diane Andrews husband had passed away recently.

ACTION: Jim to send a card to Diane on behalf of the KLF and LDAG.

ACTION: Glenda to donate \$100 on behalf of the KLF and LDAG to the charity identified by the family.

Meeting adjourned: 3:33 pm PST.