



The purpose of the Kootenay Library Federation is to facilitate collaboration between member libraries, in order to foster and promote equitable and outstanding library services.

LDAG Meeting Minutes

Location: Invermere Public Library

Time: Friday October 12, 2018
9:30 AM to 3:00 PM

KLF Library Director Attendees: Sandra Takenaka (Elkford), Taylor Caron (Salmo), Tracey Therrien (Nelson), Yelena Churchill (Greenwood), Chris Condon (Midway), Jim Bertoia (Sparwood), Beverley Rintoul (Rossland), Ursula Brigl (Cranbrook), Kathryn Foley (Trail), Eva Kelemen (Kaslo), Saara Itkonen (Creston), Jackie Carter (Nakusp), Cari Lynn Gawletz (Grand Forks), Nicole Pawlak (Invermere), Heather Buzzell (Penticton), Jacqueline Wagner (Radium)

KLF Staff: Melanie Reaveley

Guests: Margaret Sutherland, Decoda Literacy Solutions and Anni Holtby, KLF Chair

Regrets: Karin von Wittgenstein (Kimberley), Marie Oynett (Beaver Valley), Kim Partanen (Castlegar), Emma Dressler (Fernie)

1. Introductions
2. Guest Speaker, Margaret Sutherland. Discussion topic: Community Development
 - a. Definition of community development – The United Nations defines community development as "a process where community members come together to take collective action and generate solutions to common problems." It is a broad term given to the practices of civic leaders, activists, involved citizens and professionals to improve various aspects of communities, typically aiming to build stronger and more resilient local communities.
 - b. Group discussion: what is the change you'd like to see, and why
 - c. Look to the past discussion: what is working? What isn't?
 - d. Looking to the future, discussion: What do you see on the horizon?

- Where are the gaps?
- Who is engaged? Who isn't?
- What will you need?
- How will you know you got there?

e. Set the direction to your ideal future.

Group discussion notes sparked by Margaret's presentation

Four themes were developed:

1. IT Issues and Possible Fixes

- Need best practices and a consolidated IT brain (BCL Co-op) with capacity
- Regular maintenance and upgrades of IT infrastructure, software and licenses
- Standardized minimum bandwidth capacity
- IT mentors
- Increase capacity for providing consistent IT levels locally and provincially
- Advocacy specifically for IT, focusing on community needs

2. Capacity

- Collective advocacy – BCLTA, KLF and other federations, etc.
- Building community champions to be advocates
- Where volunteers are required, provide training
- Professional development opportunities for staff
- Partnerships with organizations with similar mandates – it doesn't matter to the public who provides the program

3. Opportunities

Collaboration

- Trail: new facility, programs are age specific and staff are offering them simultaneously to meet a family's needs
- Kaslo: common space is being explored for library, college, and other aligned service providers to offer more
- Rossland: cultural forum plan
- Invermere: increased partnerships is in their strategic plan
- Creston: benefit of getting out to community (acknowledged as a challenge, too)
- Penticton: share responsibilities

Making connections

- Library to be a referral point to other community services
- Providing children's programs and services
- Identifying community needs and partnering with community service providers to address them
- Providing space as informal childcare
- Library as free, casual warm meeting space and offers free services
- Library as a community information hub – bulletin boards, for ex.
- Providing space for new community members to connect with others
- Ensuring library staff are informed about community services to share with patrons

4. Actions

- Advocacy at the individual level to the KLF/provincial level, to build overall IT capacity
- A common message, with a consistent tone, from both Board & staff levels
- Use existing organizations
- Require sustained individual input/effort (schedule it into your calendar as a monthly task)

Common threads - simple things, referrals, local information, bringing board members in

LUNCH

3. Additions to and approval of agenda. Marijuana legalization topic moved ahead on the agenda due to Heather's schedule. Added wage survey topic.

Motion to approve the agenda made by Heather Buzzell, seconded by Eva Kelemen. Carried.

4. No correspondence.

5. Approval of minutes from the June 8, 2018 meeting. One spelling correction noted. Motion to approve the June 8, 2018 minutes made by Jim Bertoia, seconded by Beverley Rintoul, Carried.

6. Business Arising from Minutes

- a. Cari Lynn hasn't met with Selkirk College regarding Gale Courses. She will report back when she has had the conversation.

7. Election (LDAG Vice Chair). Heather Buzzell nominated Ursula Brigl as Vice Chair, seconded by Kathryn Foley. Carried.

8. Wage Survey Report – Melanie. Conversation and comments:

- a. Medium library comment – such a large range of population in this category. Should it be separated into two categories?
- b. Qualifications information very important to help make distinctions with wage.
- c. Do survey each spring, after budgets have been passed. The KLF will do an improved version of this survey in spring 2019, and then every spring afterwards.
- d. Add question: are medical and dental benefits offered, and what percent is paid for by the Board? What is the benefits rate (% of total budget)? Create a chart in the survey for people to fill/check out.
- e. Vacation benefits question could be added.
- f. Tie in to larger scale advocacy, provincially. Begin educating LB that they cannot realistically expect the same type of reporting levels from libraries with differing capacities. Compare Vancouver Public and Midway and Creston.
- g. Add: ask library directors if they work full or part time.
- h. Add: ask if staff positions are full or part time
- i. Eva Kelemen, Heather Buzzell, and Nicole Pawlak volunteered to act as Melanie's editors/proofreaders for the spring 2019 survey.

9. Marijuana legalization – Heather. Communities and libraries are still in the middle of an opioid crisis. There are staff concerns – issues, and how to handle them. Health and safety perspective concerns. How to manage transition. Smell a large concern. Clean air bylaws are relevant and apply to this situation. Library directors can use existing policies and codes of conduct, such as a scent free policy. Medical issues sometimes present as behavioural. Two separate issues – all boils down to behavior. Request to share relevant experiences with one another for solutions. Agreement to continue this conversation at the spring meeting for a follow-up discussion. Tracey mentioned

Nelson has adapted some North Vancouver District Library information for staff training – clear language for staff to use as talking points – and she will share this on the KLF list. (note: Tracey shared this on October 15/18)

10. KLF Director’s report and other updates – Melanie

- a. Pro D committee - Reference training, staff training, STEAM, CATS conference, continue Days of Learning (east and west), suggestion to offer a KLF subsidy to attend the Beyond Hope conference.
- b. Database review committee – discussion about what databases the KLF subsidizes and how much (20%). Different measurements and evaluation tools are available and will be pursued.
- c. Proposal to develop a mentorship program between the new Library Directors and the ‘wisdom holders’ – idea well received and will be developed

11. Discussion of proposed 2019 budget. Heather Buzzell made the motion for the LDAG to recommend passing the budget to the Board, this was seconded by Nicole Pawlak. Carried.

- a. From the discussions about the budget, it was decided a new programming committee could be formed to discuss the use of this line item. The ad hoc committee could meet for this one purpose and complete its work in three meetings. Ideas for programming funds: author tours, highlighting Kootenay authors – mini local areas. Balance between funding equipment and traditional (STEAM and author visits)? Choose a KLF wide theme, but customized to each library? Get Caught Reading, Reading Challenge, etc. Melanie to do a call for committee members.

12. ABCPLD update – Beverly. In the interest of time, Beverly offered to email the report to everyone instead. (note: Beverley shared on October 12/18)

13. Sitka – Eva. Can turn off InterLibrary Connect but it also turns off holds for your own patrons. There is a Sitka work around, but difficult. Desire to have a sandbox back again. Discussion about establishing behind the scene communications between Sitka and other ILS. Next step to get them communicating.

14. Governance and Strategic Planning discussion – Anni Holtby and Daneve McAffer.

Working with the SCOR approach to strategic planning, groups discussed the strengths, challenges, opportunities and road blocks faced by their individual libraries and the KLF.

Group #1

Issues:

- Affordable rent for community members
- Finding work and housing
- Vacation homes – not participating in community, not counting in per capita assessment for library funding

- Community awareness of services that library provides
- Limited staff capacity

Opportunities:

- Getting to know community – developing relationships so people know about library services
- Nakusp: important source for internet in rural area, Salmo too

Trends:

- Community feeling that libraries are obsolete

Group #2

Future Trends:

- Digital libraries
- Shared spaces
- Diversifying responsibilities
- Tech/social support

Issues:

- Political changes
- Expectations and no resources

Needs:

- Funds
- New partnerships

Opportunities:

- New partnerships
- Shared spaces; cost advantages

Group #3

Future Trends:

- Facilities: upgrades/reconfiguring for changing needs
- Shared spaces, and for partnerships
- Digital: growth of collections (non-traditional ‘things’)
 - o Learning – increased participatory education
- Change in ways people interact with libraries

Issues:

- Technological changes
 - o Training skills, lack of IT department
 - o Budgets at capacity
 - o Specialized expertise needed
- How do we implement change management strategies – staff and patrons
- Persistence of image of traditional librarian roles

Needs:

- Funds and capacity for
 - o Maintenance of standards re: technology
 - Need to develop so everyone on same playing field

Infrastructure

- Need support of our Ministry
- Balancing need of new expectations and traditional role of libraries
- Staffing

Opportunities

- Using our image to our advantage
- Use spiriting of sharing to create more opportunities for partnerships and resources

Group #4

Opportunities:

- New retired: skills and knowledge
 - o Involve them for programs, projects or Board
- Changing space use – adaptability
- Technology, from devices to connectivity
 - o Communication
- Collaboration on all levels
 - o Training, ideas, economies of scale, conferences and meetings
- Seats at our community tables
 - o For ex. Poverty reduction
 - o Advantages are different perspectives
- Room for improvement: telling our story
 - o Other organizations
 - o Mayor and Council
 - o Stakeholders
- New families
- Nontraditional library services
 - o Hiring and job applications
 - STEAM
 - o Youth services coordinator

Challenges:

- Funding issues for staff and volunteers
 - o Difficulty finding people
- Housing issues; homelessness
- Affordability esp. when considering succession planning
- Finding qualified people to fill vacancies

Meeting adjourned.