



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: Fernie Heritage Public Library

Time: Friday October 18, 2019
9:30 AM to 3:00 PM

KLF Library Director Attendees: Beverley Rintoul (Rossland), Taylor Caron (Salmo), Tracey Therrien (Nelson), Jim Bertoia (Sparwood), Ursula Brigl (Cranbrook), Samantha Murphy (Trail), Eva Kelemen (Kaslo), Saara Itkonen (Creston), Jackie Barber (Nakusp), Cari Lynn Gawletz (Grand Forks), Jackie Wagner (Radium), Karin von Wittgenstein (Kimberley), Emma Dressler (Fernie), Heather Buzzell (Penticton)

KLF Staff: Melanie Reaveley

Guests: Lesley Dyck (morning), Anni Holtby, KLF Chair

Regrets: Marie Oynett (Beaver Valley), Nicole Pawlak (Invermere), Kim Partanen (Castlegar), Sandra Takenaka (Elkford), Sasha Tauzer (Greenwood), Chris Condon (Midway)

1. Meeting was called to order at 9:30am.
2. Guest Speaker, Lesley Dyck, Consultant. Lesley's powerpoint presentation was shared via email on October 28., 2019.

Lunch and tours of Fernie Library.

3. Update from KLF Board Chair (Anni)
 - Board strategic plan presentation. Goals are our long term outcomes. What we have labeled as goals are our activities or outputs. LDAG help advising and offering expertise. Asked what are the indicators?
 - Small groups working in how LDAG can advise the KLF.

- Increased communication leads to engagement – LDAG member to be on the Communications Committee.
- Advocacy – supporting KLF representatives in research, and with real life experiences. Encouraging member boards to use advocacy resources.
- Collaboration – potential topics indicated, each meeting to have Professional Development. Identify potential projects that could benefit the majority of libraries.

4. LDAG meeting was called to order at 1:47pm.

- a. Motion to accept the agenda by Jim Bertoia, Eva Kelemen seconded. Carried.
- b. Minutes from April 12, 2019 were approved with one correction necessary.
- c. Business arising. Sitka customer service experience has improved. Libraries are encouraged to continue submitting tickets. New update to Sitka has resulted in slower processing time. The training webinar about the update was helpful.
- d. There was no correspondence to discuss.
- e. KLF Director’s report
 - Update on BC Lung Association radon kits, people counters, KLF wage survey.
 - Budget discussion: database review required to manage budget line. Performer tours – no expansion of budget needed. Preference for funds to be used for technology and book prizes. Move some programming funds to consortium purchasing. STEAM still popular.
 - Science World kits are popular.
 - Discussion resulted in following action items:
 - Saara and Heather to help Melanie develop a pitch for communicating how KLF approaches the programming funds (based on a theme and member libraries use it according to their needs).
 - Strong LDAG support for a KLF conference. The networking component is invaluable. Consider hiring an event coordinator to organize conference. Work with Avi and the CATS conference.
- f. BC Library Partners update (Bev)
 - ABCPLD report about UBCM. Public library funding resolutions were all endorsed at UBCM. Met with Minister Fleming and ADM and Minister Fleming has advocated to the Treasury Board for increases, which have not been successful.
 - ABCPLD has hired a lobbyist to advocate and after their meetings next week, we will know more about the next approach for funding advocacy.
 - It is already known that 2020 budgets will not increase. This coordinated effort is unprecedented and a positive change.
- g. Unattended children (Jackie)
 - Discussion surrounding policy development and enforcement, lines of responsibility, Patron Code of Conduct, communication with families,

support from RCMP and social services. Sharing of policies and practice to continue via email.

- h. Lending laptops (Tracey) – If others do this, a request to share forms and processes with each other using the KLF listserv.
- i. Square payment system (Jim) –
 - gathering information to understand options for fine payments.
 - Some member libraries have Moneris. Average monthly fees to have Moneris ranges from \$65-110. Increase in payments for lost items, fines. Income from output!
 - Privacy concerns with Square as it owned by Twitter and data crosses the US border.
 - Suggestion to approach local city or town government to see if they could provide this service to the library through a formal service agreement.
 - Any further ideas about appropriate solutions – please share.
- j. Passport to libraries (Beverley)
 - Vermont summer passport program is the source of inspiration.
 - Prizes for visiting as many libraries as possible, or local prizes with local businesses.
 - Get stamps and extra space for out of area libraries. ?? Grand prize?
 - KLF wide – year round. KLF could buy prizes.
 - Cover design – each library to print and assemble passport A PR tool.
 - Saara and Bev to work together on this.
 - The passport is the prize. Each library logo is the area to stamp. Implement for summer 2020.
- k. Legal and Labour consulting (Cari)
 - advice on retainer / contract idea
 - At an ABCPLD workshop Scott offered libraries the use of Fraser Valley Regionals' lawyer.
 - Ask for name of FRVL lawyer and Melanie to explore how this would work.
- l. Grant Advance (Cari)
 - consider discontinuing Grant Connect as fundraising database. Usage stats for 2018 were less than 80 logins across KLF member libraries.
 - Grant Advance builds your grant application based on data input.
 - Grant Connect does offer use for patrons whereas Grant Advance would be for member libraries only.
 - Recommendation by LDAG to change databases, moved by Tracey seconded by Cari. Melanie to get price quote.
- m. Library aware (Cari)
 - This is a reader's advisory tool for consortium purchasing consideration.
 - It is an Ebsco database, and costs approx. \$800.yr for a library the size of Grand Forks.
 - Additionally, it can be used to create email newsletters, posters for reader's advisory, customizable to promote specific services, access to

stock photos, ability to upload your own images, and all templates are editable.

- GF asks patrons to opt in for receiving newsletters as per spam legislation in Canada. It has become a part of the patron registration and annual review process.
 - Software offers analytics to measure if newsletters are being opened/read.
 - Melanie will seek a price quote.
- n. Indigenous knowledge (Tracey)
- This initiative relates to Indigenous cataloging standards to ensure local First Nations are honoured accurately and appropriately with cataloguing.
 - Suggest creating an interest group within KLF member library staff. We could then have information to syphon up to provincial groups working on this topic.
 - Call for interested people: initial responses from Creston and Trail.
 - Tracey asked that LDAG talk with staff and for interested people to email her.
- o. Public workstation software booking (Emma)
- requested input on different software packages used for the management of public workstations.
 - Envisionware is one suite of products including PC reservation that allows patrons to pre-book stations.

Everyone thanked Emma and the Fernie Library staff for creating a wonderful environment for the meeting.

Meeting adjourned at 2:50 pm.