



Inspire together & expand horizons

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.

**Spring Board Meeting
April 29, 2023 – 10:30am Pacific/11:30am Mountain**

Location: Gallery 2 (Reid Gallery), Grand Forks (524 Central Avenue) and via Zoom:

<https://us02web.zoom.us/j/88026547901?pwd=WGV6bjNYc2xuS3o0RXBXTW1MZWRRTU09>

Meeting ID: 880 2654 7901

Passcode: 480361

Trustees in attendance: Cheryl Ahrens (Grand Forks Board Member), Kevin Atherton (Elkford), Joanne Beetstra (Trail), Eileen Daniel (Rossland Alternate – Zoom), Dave Evans (Greenwood), Randi Fjeldseth (Nelson - Zoom), Dianne Galloway (Castlegar), Jennifer Gawne (Salmo - Zoom), Shannon Girardo (Beaver Valley - Zoom), Mary Kierans (Grand Forks), Jan Kohlhauser (Midway), Deborah Lefleur (Grand Forks Board Member), Daneve McAffer (Invermere - Zoom), Ellen McDonnell (Grand Forks Board Member), Debbra Mikaelsen (Penticton), Dan Moe (Kimberley), Laurie Riehl (Creston), Shori Smith (Nakusp - Zoom), Abigail Steele (Rossland - Zoom), Brenda Steer (Midway Alternate), Jen Tagg (Radium - Zoom), Gail Wakulich (Cranbrook), Margaret Wanke (Kaslo), Terry Welsh (KLF Treasurer & Nakusp Alternate)

Regrets: Frank Longo (Fernie)

Guests: Robert Linden (Guest Speaker), Adrienne Wass (Public Libraries Branch)

KLF Staff: Melanie Reaveley, Executive Director

Library Directors: Jim Bertoia (Sparwood - Zoom), Chelsey Boersma-Scott (Midway - Zoom), Ursula Brigl (Cranbrook), Heather Buzzell (Penticton), Taylor Caron (Salmo), Cari Lynn Gawletz (Grand Forks), Saara Itkonen (Creston), Eva Kelemen (Kaslo), Jacquie Kozak (Radium – Zoom), Samantha Murphy (Trail), Marie Onyett (Beaver Valley – Zoom), Claire Paradis (Nakusp), Kim Partanen (Castlegar - Zoom), Tracey Therrien (Nelson)

Call to Order 10:30am

1. Territorial acknowledgment (made at the AGM)

2. Guest Speaker: Robert Linden “Why we mistrust information”
Robert Linden’s career as reporter, writer, editor and director in radio and newspapers helped frame and provide background to explain why some of society currently mistrusts information.

Lunch Break & Grand Forks Library tour

3. Motion to approve the consent agenda was made by Gail Wakulich and seconded by Laurie Riehl. Carried.
4. Treasurer’s report, Terry Welsh
 - Discussion included noting the consortium purchasing comprises almost 10% of the KLF budget.
 - With regards to contracted services, an exploration into using a HR professional instead of a lawyer for the majority of questions will be considered. There would still be a lawyer available for non-HR questions. Cost sharing options between the KLF and member libraries will be researched.

Moved by Dan Moe and seconded by Debra Mikaelson that the 2023 Treasurer’s report be accepted as information. Carried.

Moved by Joanne Beetstra and seconded by Kevin Atherton that a phased reduction of the Consortium Purchasing subsidy be implemented over the fiscal years of 2024 to 2026. Carried.

- Discussion included the clarification that as the subsidy is reduced, the consortium purchasing service will be kept. Historically, if member libraries didn’t band together for consortium purchasing the prices for electronic resources were too high for KLF member libraries.
 - The service is not going away, but the 20% subsidy the KLF provides will be phased out.
 - Question: Could the new funding be used for consortium purchasing? The Executive and Finance Committees will talk about it, although it is not likely. The KLF wants to offer services which are sustainable, and to move away from subsidies.
5. Executive Committee
 - a) Moved by Laurie Riehl and seconded by Jan Kohlhauser that the revised Executive Committee Terms of Reference be approved. Carried.
 - b) Moved by Mary Kierans and seconded by Dianne Galloway that the revision of policies 1,2,7 & 9 and deletion of policy 8 be approved. Carried.
 - The Executive Committee recommended eliminating Policy 8 (Online Motions) as it is archaic. The Executive Committee now exists (it didn’t when the policy was written) or a large Board Zoom meeting could be held.
 - Other policies will be reviewed and brought to the Fall 2023 meeting with recommendations.
 6. Public Libraries Branch update, Adrienne Wass
 7. LDAG Chair report was delivered Jacquie Wagner for Saara Itkonen.
 - The past year for Library Directors has involved getting back on our feet after COVID mandates and restoring services again.
 - Saara has stepped down as Chair of the Library Directors Group. Welcome to new

Chair - former Vice Chair, Jacquie Kozak from Radium Library. Welcome to new Vice Chair – Claire Paradis from Naksup.

- A summary from yesterday's LDAG meeting:
 - o Pro-D about grant writing and development
 - o Lots of discussion about provincial "enhancement" funding, how much we're all getting and what will we do with the funds.
 - o Discussion about best financial practices for libraries and their reserves.
 - o Conversation about drag storytime programs and how libraries can respond to censure groups – informal communication networks organizing within library groups.
 - o Great ideas shared for consortium purchasing and shared projects.
 - o Committee for Accessibility is moving along with a shared Kootenay Libraries plan (to be adapted locally) on track for the provincial legislated deadline in September.

8. Accessible BC Act update, Samantha Murphy

- 18 of the 20 libraries within the KLF have formed the Kootenay Libraries Accessibility Committee.
- This Committee will ensure that participating libraries are compliant with the Accessible BC Act by the deadline of September 2023.
- The Committee will produce a template Accessibility Plan that each library can personalize and adapt according to their needs.
- Half of the Committee is made up of library directors or staff, and the other half of the Committee is made up of community volunteers, people with lived experience of differing abilities or people who work supporting people with differing abilities.
- The BC Government provided the Disability Alliance of BC with a grant to assist organizations in becoming compliant with the Act. In turn, the Disability Alliance is providing free access to a disability consultant for Committees such as ours. At this time, we are unclear what the scope and extent of this consulting work will be, and are waiting to hear more information.
- For more information about the Accessible BC Act, please follow this link [AccessibleBC: B.C.'s Accessibility Plan for 2022/23 to 2024/25 - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/accessiblebc/accessiblebc-act-2021-23-25)

9. Emergency Preparedness survey & focus groups, Melanie Reaveley

- When the KLF received some COVID relief funding in 2022, our grant award letter stipulated that some of the funds were to be used for emergency preparedness.
- The KLF Executive Committee approved my request to take some courses on the topic, and use my new knowledge to create a template Emergency Preparedness plan for all of the KLF member libraries.
- Later this month, I will begin my 3rd course in UVIC's program, [Emergency Management for Organizational Continuity](#).
- Beginning in 2024 when I have completed the 4 courses, I will begin working with any interested KLF member libraries to customize the template plan for their library and community.
- The BC Library Trustees Association became aware that I and another Federation Manager (Kaitlyn from the Northwest Library Federation) were taking these courses. BCLTA also had emergency preparedness funds from their COVID relief funding and asked Kaitlyn and I if we would work with them. This work will bring about \$9,700 to the KLF 2023 budget.
- Throughout the month of May all trustees and library directors are invited to fill out a survey about their emergency and recovery needs. The survey link is

<https://questionpro.com/t/ASULxZx7Li>

- Later in May, there will be some focus groups. The goal of the focus groups is to have discussions with trustees and library directors about their governance emergency preparedness and recovery needs. These discussions will augment and be informed by the survey responses. The trustee focus groups will take place on May 25th 6:30pm to 7:30pm and/or May 26th 1:30pm to 2:30pm.
- A date and time for the library director's focus groups will be set soon.
- The project will create 3 documents for all member libraries:
 - o Emergency Preparedness and Recovery Management backounder document
 - o Emergency Preparedness and Recovery Management Board Policy template
 - o Emergency Preparedness Plan template

10. Joanne asked everyone in the room to share their thoughts on the day.

Laurie - she likes hearing from everyone, what they are doing in their libraries.

Taylor – likes getting together and acknowledging the strength in our numbers. Would like to make more connections with small group conversations.

Debbra – also likes the idea of breakout sessions on topics. Enjoyed the Grand Forks library tour!

Heather – it was good to see people in person and learning how to help others.

Dianne – found the meeting very informative.

Ursula – values the Federation and recognizes that everyone is already a volunteer at their own library. Acknowledged Terry's hard work within the context of the budget. At the next meeting, would like to continue opportunities to connect for Trustees and LDAG.

Dave – appreciates all the information.

Kevin – appreciates the value KLF provides to members and the in-person networking opportunities.

Samantha – enjoyed meeting in a beautiful building and the opportunity to get to know people.

Margaret – her first meeting and gained an appreciation for the organization. Would like more group discussions.

Eva – sees we are stronger together.

Dan – feels like he received a warm welcome at his first meeting.

Jan – likes being with others who are community minded. The idea of having small discussions would be welcomed.

Brenda – as Treasurer for Midway Library, would like to network with other KLF member library Treasurers.

Cari – enjoyed showing off her library! Suggests at the next KLF meeting, the business is divorced from the networking and sharing discussions.

Terry – The Executive Committee welcomes topics for consideration when the KLF presents to the Select Standing Committee on Finance & Government Services in Cranbrook on Wednesday, June 7, 2023 at 9:45am. As well, he thinks having focus groups would help our strategic planning.

Mary – Thanked everyone for their participation as we discussed our financial future and looks forward to a more creative Fall meeting.

11. Motion to adjourn the meeting by Kevin Atherton.

Upcoming Meetings:

September 16, 2023 Creston

April 27, 2024 West Kootenays

September 28, 2024 East Kootenays