



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.

**Fall Board Meeting Minutes
September 16, 2023**

Meeting Location: Erikson Room, Creston Community Complex, (312 19 Ave N, Creston)

Trustees in attendees: Katherine Durnin (Creston alternate), Dave Evans (Greenwood), Dianne Galloway (Castlegar), Alaina Hampshire (Elkford alternate), Joan Hedstrom (Creston), Randi Fjeldseth (Nelson), Stephen Kelleher (Fernie alternate), Frank Longo (Fernie), Mary Lozanski (Grand Forks), Daneve McAffer (Invermere), Heather McLeod (Invermere alternate), Dan Moe (Kimberley), Rose Sharma (Sparwood), Jen Tagg (Radium), Gail Wakulich (Cranbrook), Margaret Wanke (Kaslo)

Regrets: Kevin Atherton (Elkford), Joanne Beetstra (Trail), Jennifer Gawne (Salmo), Jan Kohlhauser (Midway), Debra Mikaelson (Penticton), Mindy Smith (Beaver Valley), Shori Smith (Nakusp), Abigail Steele (Rossland), Terry Welsh (Nakusp)

KLF Staff: Melanie Reaveley, Executive Director

Library Director attendees: Ursula Brigl (Cranbrook), Saara Itkonen (Creston), Eva Kelemen (Kaslo), Jacquie Kozak (Radium), Sam Murphy (Trail), Claire Paradis (Nakusp), Tracey Therrien (Nelson)

Call to Order 10:04am

1. Territorial acknowledgment offered by Joan Hedstrom, Creston Library Board Chair
2. Consent agenda
 - Motion to approve the April 29, 2023 meeting minutes made by Frank Longo and seconded by Daneve McAffer. Carried.
3. Co-Chair verbal report, Mary Lozanski
 - Mary expressed her appreciation of Joanne Beetstra's work with the Governance Manual and policy update work.
 - In early June and on behalf of the KLF, Kevin Atherton, Vice Chair, spoke to the Select Standing Committee on Finance and Government Services in Cranbrook. Mary thanked Kevin for his presentation and request for additional funding for library federations as the

Committee heard consultations for the 2024 provincial budget. The focus of Kevin's talk was the importance of public libraries to their communities and the supportive role of the KLF.

4. ED verbal report, Melanie Reaveley
 - Melanie added some details to elaborate on her written report (emailed Sept 12/23)
5. Finance Committee report, Melanie on behalf of Terry
 - Summarized the most recent monthly financial statement (August). A question was received about presenting the operating grants for 2024 and 2025 as deferred funds on the monthly financial statements. Melanie will ask our bookkeeper to do this.
 - Draft 2024 budget shared. Explained it is in preliminary stage, the Finance Committee will continue to develop it before presenting to the Board in advance of our online AGM in 2024. A question was received about phasing out the consortium purchasing subsidy – will this continue as the enhancement grants could be used? Finance Committee will discuss.
6. LDAG Chair report, Jacqueline Kozak
 - The LDAG members convened over two days which allowed for in-depth learning opportunities and meaningful interactions and conversations. On Thursday, the directors visited the Yaqan Nukiy Heritage Centre; to both acknowledge and gain insight into the historic and contemporary presence of the Yaqan Nukiy People – the original inhabitants of the Lower Kootenay area. It is important to acknowledge that many of our libraries are located on these traditional, unceded territories.
 - The name Yaqan Nukiy literally means “where the rock stands” and refers to an important place in the Creston Valley. The Yaqan Nukiy is one of four Canadian and 2 USA bands which make up the Ktunaxa Nation. The Traditional Territory of the Ktunaxa Nation covers approximately 70,000 square kilometres (27,000 square miles) within the Kootenay region of south-eastern British Columbia and historically included parts of Alberta, Montana, Washington and Idaho. (<https://lowerkootenay.com/our-history/>)
 - Later on Thursday, the directors met with the Ministry of Citizen Services to try to gain insight into Privacy Impact Assessments and how they fit within a library context.
 - On Friday the library directors engaged in a professional development presentation on radical vulnerability in libraries and how to create a community care plan for ourselves and staff. This presentation was offered remotely by librarian Karina Hagelin. For more information about Karina and these topics, please follow this link [Radical vulnerability | Healing is the Best Revenge episode #12 transcript — Karina Hagelin](#)
 - In our Friday afternoon meeting library directors discussed neighbouring libraries working together to advocate to our MLAs. We also received an update from the Accessibility committee and held a roundtable discussion where individual libraries provided updates, and discussed ways that enhancement funds have helped to improve previous difficulties, while also acknowledging the need for ongoing increases to be able to maintain service levels.

90 minute lunch break – lunch and time for Creston Library tour

Meeting resumed at 1:30pm

7. Activity – The Trustees formed two groups, selected a topic (see Appendix) and shared a discussion.
- Group 1 discussed how can a Board recruit new members to ensure they are inclusive and representative. Ideas and suggestions discussion points:
 - Perhaps it would be possible to set up some sort of “buddy system” with an alternate board member, to bring in someone from another culture to the board, who might otherwise hesitate or feel too intimidated to join owing to not knowing how it works.
 - A good practice is at least to invite prospective board members to attend a meeting in advance of the admission of new members so they can see what the board and its meetings are like.
 - The following have been found to be important/effective for recruitment:
 - Personal recruitment especially, i.e., approach people you think would be good board members.
 - People often won’t step up to put their names forward but if approached they will be perhaps surprised but also feel honoured and gratified to be considered in that light and be happy to become a board member.
 - Relationship-building, word of mouth are important, speaking to others you know in the community (e.g., teachers) to ask who they would recommend.
 - Make sure to connect with young professionals and others new to the community – make them aware of the board.
 - One attractive point to make to professionals: having board membership on their CV can be a plus.
 - Newspaper ad / community postings (in as many places as possible) can raise awareness and attract candidates.
 - Have a process in place so you can vet the person [though difficult to do when a person is appointed by another body...] to avoid the risk of a board member with an agenda who could destroy the culture of an organization.
 - Group 1 also discussed how to handle criticism of programs (from patrons)
 - Examples – community group writing to insist library must not have any pride materials/displays; school boarded ordered indiscriminate culling of books from school library in Ontario (all books published before 2008 removed from shelves to be reviewed for diversity/inclusivity/non-offensiveness).
 - Aware that these sorts of pressures are coming to libraries, it would be good to have some sort of materials/policy information appropriate for Canada / BC, as currently the only material found in this area was from the US – request that Melanie do some work on this [this came from Margaret from Kaslo - you could contact her for more detail if needed].
 - Questions/issues to clarify / be able to communicate:
 - Who has authority on weeding collections?
 - At one level this is an operational issue for the library director, but when it becomes political, the board must be involved; director should not be left to deal with the public alone.
 - One possible way to head off such criticism is for communication from library (director) with community (for example, in a column in the local newspaper) to inform people about not only library services but also the values, vision, policies, etc.

- Group 2 created their own topic, and discussed the value of a public relations campaign to dispel myths, promote libraries, and for use as an advocacy tool for both the community and the governments.
 - Communicating the positive outcomes and the challenges experienced by libraries.
 - Sharing new initiatives and best practices
 - To address the false sense of wealth that a temporary grant offers.

8. Wrap-up

- A Trustee suggested the Spring KLF meetings be held in early May as the roads would be safer. The Executive Committee will discuss this further.
- Another suggestion was to offer a 2nd meeting location for Trustees and Library Directors to attend together, via Zoom. For example, for the meeting held in Creston (east), offer a second location in the west. The Executive Committee will also discuss this.

9. Adjournment at 3pm

Upcoming Meetings:

Spring 2024 – Nakusp
Fall 2024 - East Kootenays

Spring 2025 - West Kootenays
Fall 2025 – East Kootenays

Appendix 1
Topics for small group conversations
Sept 16/23 KLF Board Meeting

At the April 29th Board meeting in Grand Forks, many Board members and Library Directors expressed a preference using the meetings to have small group discussions and as result, the opportunity to do some networking.

The Executive Committee really liked the idea and have developed some topics, in the form of questions, for your discussions. Please enjoy your conversations, including if your group wanders away from the original question.

The Executive Committee hopes your discussions will naturally create some priorities for the KLF 2024-2025 strategic plan.

Process

1. Introduce yourself and identify your home library.
2. Begin with a warm-up question for each small group. Please offer a brief answer to either "How would you describe your library in 1 or 2 sentences?" or "Tell us what your library does really well."
3. Each group can choose their own topic from the list below:
 - Are you concerned about Board recruitment? What have been the most successful methods that your Board has used to recruit new members?
 - How do you deal with divisions or serious disagreements within in your Board? Have you had to remove a Board member? Do you have, or have you developed policies/procedures that address these issues?
 - If your library had more substantial annual funding (not grants), let's pretend a 10-20% increase, what would you do with the money?
 - Have you experienced serious public criticisms or challenges about your library: including programs, collections or services? How did you and/or your Board respond? If you have not had these issues, why do you think that is?
 - How would you rate your relationships with local governments (municipalities/regional districts)? Share ideas that worked or not.
 - What worries you most about your library's future?

After you return home from the meeting, would one person from each group email Melanie (director@klf.bclibrary.ca) a 2 or 3 sentence summary of the discussion.