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IslandLink Library Federation  
Board Meeting  
October 22, 2011  
Minutes

Present: Charlie Kregel, PRPL; Ken Greenwell, PRPL; Karen Potts, GVPL; Susan Laidlaw, LLB; Ben Hyman, BCLC; Linda Rosen, PRPL; Maureen Sawa, GVPL; Joyce Wilby, ABPL; Linda Gilarski, ABPL; Brigitte Peter-Cherneff, SSIPL; Sandra DeAthe, SSIPL; Katherine Anderson.

1. Approval of Agenda. Sandra/Karen. Approved.
2. Adoption of Minutes – April 30, 2011 board meeting as presented. Karen/Linda G. Adopted.
3. Correspondence: Conveyance Letter, Libraries and Literacy Branch. Received and filed.
4. Report from the Chair – Linda Rosen. Attached.
5. Financial Report – Sandra DeAthe/Katherine Anderson
  - a) 2011 Year to Date Financial Report. Sandra/Karen. Accepted.
6. Manager's Report – Katherine Anderson. Attached.
7. Libraries & Literacy Branch Update – Susan Laidlaw
  - a. Staff Changes: Mari Martin, Consultant and Judy Moore, Manager have joined the branch. Dawn Stoppard retired.
  - b. Kyle Armour will now be responsible for annual statistics. A new statistics collection tool "Counting Opinions" will be used for 2011.
  - c. Literacy Grant reports are completed.
  - d. Grant expenditure report: for the annual operating grant. A draft report template is being developed and the report will be due mid-May. Question: How do we report when funds are part of general revenue and there were no declared plans for the funds? Response: try to demonstrate what is done that would not have been achieved without the grant, and show how you are cooperating and participating with other libraries.
  - e. Judy Moore is working on alignment with Ministry goals and what libraries do in support. Libraries can use the grant reports to advocate on behalf of libraries.
  - f. Training review: CLTP, Webinars, etc. being reviewed. Watch for a training needs assessment survey this Fall.
  - g. Social Media and Web strategy being developed. The Director's ListServ may evolve into an online community of practice.

- h. Interlibrary Loans system being reviewed.
  - i. Conveyance/Grant letter: IslandLink is a strong federation which is diversifying its funding base with other grants.
    - i. Section 3 – consistent message to all Federations
    - ii. IslandLink is achieving all objectives already
    - iii. Concerns re: #8 – Why so specific when others are more general
    - iv. Concerns re: funding requirements being received so late in the fiscal year and subsequent to being funded
    - v. LLB may move away from the per capita funding formula
    - vi. Katherine and Linda Rosen will send a letter to LLB and the Ministry articulating our concerns
  - j. Discussion around Collaboration: IslandLink appears to be at the Cooperating level on the continuum. The statement was challenged by the membership.
8. BC Libraries Cooperative Update – Ben Hyman
- a. There has been a shift in Government and funds are limited for libraries. Libraries must now be accountable, and demonstrate our position for funding. A more strategic approach is required.
  - b. This is the 1<sup>st</sup> year that the BCLC is financially independent. A strategic plan will be developed (draft in December) and contractors will be transitioned to employees. BCLC will pursue economies of scale on behalf of all member libraries.
  - c. Database licensing is moving from BCLA to BCLC
    - i. Jim Looney is now contracted to BCLC; a transfer of Jim's knowledge is required
  - d. The Database model can be applied to other materials and supplies
  - e. BCLC is about operational infrastructure and sharing
  - f. Broadband – coherent investment in infrastructure is required. BCLC is working with other organizations to investigate ways to provide improved broadband to libraries
  - g. BCLC will pursue discounts or preferred vendor purchasing on server hardware
  - h. In discussions with Municipal Finance Authority re: capital leasing program
  - i. Looking at multi-party RFPs
  - j. Sitka
    - i. 4 regional libraries in Manitoba now participating
    - ii. 54 libraries
    - iii. Goal to keep core strong and open in order to layer either commercial or open source options on top (i.e. BiblioCommons)
    - iv. Investigating how to weave together ILS, self-checkout, ILLS, etc. and account for patron mobility
    - v. Simplify the experience for the patron
    - vi. Phase 1 of Acquisitions module through Cariboo Regional Library now wrapping up and will be any-library ready by the end of 2011
    - vii. Mobile pack by the end of December (staff)
    - viii. Investigating having a single supplier of bibliographic records for all libraries
    - ix. Direct patron requests/holds can be available at Federation or sub-Federation level and will communicate between evergreen and other ILSs
  - k. BCLC is hosting the Evergreen Conference in 2013 with King County Library

- I. The BCLC conveyance/grant letter is similar to the Federations' letters
9. Business Arising from Minutes:
- a) Books for Babies – no funding yet. Libraries reminded that a Local Initiatives Grant could support the program.
  - b) Bank Signing Authority – Karen Potts now a bank signer. Suggestion to consider adding a local library director as a signer. **Referred to the Spring meeting.**
  - c) IslandLink visibility/promotion – Katherine has been invited to do a presentation to the GVPL Board
10. New Business
- a) MLA Library Book Presentation Events – no plans for events in the IslandLink libraries.
  - b) 2012 Budget – **Motion** to adopt the 2012 budget as presented. Sandra/Linda G. Adopted.
  - c) Chair position – Linda R. will be leaving the PRPL and IslandLink boards at the end of December, 2011. **Linda Gilarski will assume the Chair position until the Spring meeting.**
11. Library Directors' Roundtable – news from the libraries
- a. SSIPL – New library construction has begun; on-time and to-budget. The project is below projected funding so there are funds available for new equipment. Will open in the Fall of 2012. Currently in temporary building. New shelving has been acquired. Library Programming has turned to outreach.
  - b. ABPL – Roof has been patched. Richard Van Camp was very well received at the schools. TPS did 2 performances in the Namgiis Rec Centre. Norden the Magician did 3 performances, 1 public and 2 in schools. Rick James, author will be presenting in November. Interlibrary Loans are going well with the added benefit of more business for the local Post Office.
  - c. PRPL – entering into union contract negotiations. New building project: MHPM is the project manager managing the design concept. The design will be created through community engagement and used as the basis to secure funding.
  - d. GVPL – strategic plan process completed with board staff and community. Entering in to union contract negotiations and will be reconsidering the staffing model. A risk management/emergency preparedness plan being developed. New position created: Adult Services Coordinator. Freegal music download service coming soon.

**Next Meeting Date/Location to be determined by Katherine Anderson and Joyce Wilby**

Adjournment 3:16 pm. Karen/Linda G.