

BC Libraries Cooperative

December 9, 2009

Edel Toner-Rogala's Office, Bob Prittie Metrotown Branch, Burnaby Public Library

Minutes

Attendees:

Edel Toner-Rogala (Chair), Rhian Piprell, Debbie Schachter

By conference call: Greg Buss, Shannon Ellis, Kevin Kierans, Lauren Stara,
Jacqueline van Dyk, Allan Carlson, Ben Hyman (PLSB)

A. Welcome and Introductions

The meeting was called to order at 2:05 p.m.

C. Consent Calendar

i. Minutes

The Minutes of the November 12, 2009 meeting of the Board were accepted with minor changes.

ii. BFG Report – Sitka (Lauren Stara)

Lauren reported that there had been no Business Function Group meeting since the last Board meeting. The mentorship program is progressing and all mentors have contacted their libraries, and participating libraries are happy to have a contact. The database merge happened but was less than fully successful, with a lot of unmerged records remaining. There will be another partial merge required to fix the problems and it will occur in January. Jacqueline pointed out that the results actually show quite a bit of success for a merge, with an expected amount of clean-up of records.

iii. Communications Subcommittee Update (Shannon Ellis)

Shannon reported that a draft communications plan has been distributed, and to please forward comments to her for finalizing and reporting back to the next meeting of the Board. Shannon will also forward the Terms of Reference of the Subcommittee shortly.

iv. Operations Update (Ben Hyman)

Ben provided an operations update, with reference to his report distributed prior to the meeting. High points for this period include the Service Management Agreement (SMA) draft for which he is seeking feedback on any other changes. Ben hopes to have the draft with its changes approved at the next meeting.

Bibliographic merge was done, with additional merges to occur soon.

Evergreen Release upgrade 1.6 completed. This upgrade needed to be done prior to the Thompson Nicola coming on board. The upgrade went quite well with some site impacts that have now almost all been repaired, and a further 5-6 bugs to be fixed by the weekend. Thompson Nicola will be coming on board the week of December 14th.

As almost all sites will have increased fees, Ben is wondering whether the Board should make calls prior to going public with the approved new fee structure. Edel suggests a letter, which she will draft with Allan and Ben, with follow-ups by telephone. This will provide an opportunity to discuss the challenges and concerns with libraries after they have received the letters. Board members will make the phone calls, using a script created by Edel.

Next communication will be a call for interest for the second quarter of 2010. Lauren will also send an announcement welcoming TNR to the Evergreen family.

D. Major Discussion Items

i. "Big Libraries" event – feedback from conversations from the Chief Librarians at the "big libraries"

Greg, Kevin, and Edel shared comments and concerns collected from their conversations with chief librarians. There was sufficient interest to proceed with an event, and information regarding concerns including governance, decision-making, standardization (uniformity) and local control, as areas that can be addressed generally with the B.C. library community.

Next steps:

Create a draft agenda to determine what the event should entail, including addressing the myths of Evergreen (identified in discussions with various libraries). The event is likely to be a full day event, potentially March 4th. Shannon, Kevin and Edel will work on the agenda.

Ben suggests sending out information to address some of the myths, prior to the March meeting, such as doing one page "did you know" type of communications. Allan and Ben to brainstorm on this and connect with Shannon and the Communications Committee with any specific ideas.

ii. Meeting Calendar

Next meeting will be January 20 at 2 p.m. at Burnaby Public Library, Metrotown.

iii. Other

Fee Structure: need to start work looking at fee structures that will be appropriate to post secondary, schools and special libraries.

AGM Planning: The Board needs clarification of the timing for the AGM. Allan will report back on the required timing.

Licensing of documentation: Ben asked for approval on his recommendation for licensing Sitka documentation. Kevin moved to approve the recommendation/ seconded by Shannon/ Carried.

Board members on each working group: There is some question as to whether each working group requires a board member. Lauren proposes that a Board member does not necessarily need to chair but there should be a board member in each group. Edel will review information on the working groups and will share some suggestions with the Board.

Forward agenda:

- Discussion of format and agenda of march 4th event
- Feedback on phone calls to consumers of service
- Communication strategy discussion
- AGM – date/window for AGM

Adjournment: 3:50 p.m.