

MINUTES

In attendance:

Allan Carlson

Ben Hyman (Managing Director)

Brian Owen (Director)

Edel Toner-Rogala (Chair)

Jacqueline van Dyk (ex-officio)

Joanne Richards (Treasurer)

Julie Spurrell (Director)

Kevin Kierans (Vice Chair)

Lauren Stara (Secretary)

Scott Hargrove (Director)

Shannon Ellis (Director)

1. Call to Order

12:15 pm

2. Consent Items

a. Minutes of the May 27, 2011 Board Meeting (attached)

Motion to approve by Scott/seconded by Shannon – carried.

Kevin was confirmed as Vice Chair.

b. Confirm representation on Board Sub-Committees:

- Gordon Coleman, Shannon Ellis, Rue Ramirez & Jacqueline van Dyk were confirmed as members of the Communications Subcommittee. Joanne Richards declined.
- Joanne Richards, Brian Owen, and Shannon Ellis were confirmed as members of the Finance Subcommittee. Jacqueline van Dyk was added as an ex-officio member.
- Ben Hyman is an ex-officio member of both Subcommittees.

c. Communications Sub-Committee:

No report

d. Finance Sub-Committee:

No report beyond the discussion in the June 24 planning session

e. Licensing Business Function Group:

Scott Hargrove reported that the proposed Bibliocommons data relocation issue and the Bibliocommons notices feature issue have both been resolved.

f. Sitka Business Function Group:

Melissa Lowenberg reported that she has chaired one meeting since the AGM election. The Circulation Working Group has written a revised flowchart and set of scenarios describing revised BC OneCard procedures have been distributed to front line staff. The new procedures will assist Sitka libraries with statistical reporting as well. The Cataloguing Working Group is reviewing the database cleanup RFI. Cataloguing mentors are working at the Federation level, and are also producing an Intermediate Cataloguing Guide.

Plans are moving forward for an Acquisitions task force or project team – more ad hoc than a Working Group.

Key documents have been posted under Support on the Sitka website. Toni McKilligan has stepped down as recording secretary; Melissa is now recruiting a new secretary as well as a vice chair. Her goals are to increase participation (calls, votes, listserv), and to make sure the minutes clearly reflect action items & get them out more quickly.

i. Appoint Board representative to Circulation Working Group

Discussion regarding the need for this. The Governance task force/project group will discuss this, as well as the board liaison position on the SBFG.

3. Items for Discussion

a. BiblioCommons Fees Recommendation

Scott circulated a document with the results of the vote at the LBFG. Option 3 is their recommendation. Since the meeting, he has received questions from a couple of libraries asking if implementation can be delayed to 2012, and if so, are they required to pay for 2011? If a library doesn't implement until partway through the year, is proration a possibility?

The 12 libraries involved are almost all Sitka libraries. Discussion of the timeline for the Sitka connector (now in Bibliocommons' court) and the financial implications of losing this revenue. Scott pointed out that these are two separate issues: the fee schedule and the implementation schedule. The revenue from all Sitka libraries is \$6-\$7k. The revenue from

the existing implementations, we will we have enough to make the August 1 payment.

Motion to approve the recommendation outlined in the Licensing Business Function Group report of June 24, 2011 regarding Bibliocommons fees, made by Scott Hargrove and seconded by Joanne Richards. Carried.

Clarification that the bill will be for calendar year 2011; invoice for 2012 will be sent in January.

Motion that libraries who have not yet implemented & will come on partway through the year 2011 will be prorated on a monthly basis, made by Scott Hargrove and seconded by Brian Owen. Carried The Board acknowledges that because of vendor non-performance we cannot invoice fully for an unavailable product. Ben noted that this is a perfect example of the cooperative absorbing risk.

b. Ebooks recommendation

The LBFG is investigating the purchase and implementation of an ebook server for provincial libraries. We cannot use an existing server because of the DRM requirements. Scott Hargrove would like approval to strike a task force or project team of the LBFG to investigate costs & staffing & make a business case. Proposal received as information & endorsed by Board consensus.

c. Travel Expenses

The schedule was endorsed for use by board members and invitees, for required in-person meetings, excluding the annual AGM and Members Council Meetings. Edel will write some supporting language about pre approval.

4. New Business

No other new business.

5. Date of Next Meeting

July 21 teleconference, 10 am – 2 pm.

Future meetings:

Sept 16-17 in-person 10-

Oct 12 teleconference 10-

Nov 21 in person 10-

Dec 9 10-1 Members Council

AGM June 15 2012 10-

Motion to adjourn made by Julie Spurrell, seconded by Brian at 1:25 pm.