



Annual General Meeting - Thursday, June 23, 2022

Instructions

a.) Please join at 10:00am Pacific: Attendees are requested to connect to Zoom so staff may verify voting and non-voting participants and ensure quorum *prior to 10:30am Pacific meeting start time. Please note that the AGM will be recorded for minute-taking purposes.*

b.) Options to Join Zoom Meeting

i. Link: <https://us02web.zoom.us/j/86792967508>

or

ii. One tap mobile

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Meeting ID: 867 9296 7508

or

iii. Dial by your location

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Meeting ID: 867 9296 7508

Find your local number: <https://us02web.zoom.us/j/86792967508>

Agenda

1. **(10:30am Pacific)** Call to Order and Opening Remarks - (Beth Davies, Chair)
2. Land Acknowledgement
3. Agenda, *motion for approval*
4. Minutes of the 2021 Annual General Meeting (attached), *motion for approval*
5. Reports for information:
 - a. Verbal Chair's Report (Beth Davies)
 - i. BC Public Library Partners Update (Rina Hadziev, BCLA)
 - b. Executive Director's & Staff Reports (Kevin Millsip, Co-op Staff)
 - i. Annual Report (attached)
 - ii. Verbal Strategic Planning update
6. Financial matters:
 - a. FY21/22 Audited Financial Statements, (see separate attachment), for information (Lenora Lee, KPMG)
 - b. Appointment of the auditor (KPMG) for FY 22/23, *motion for approval*
 - c. FY22/23 working budget, (see separate attachment), for information
7. Governance matters:
 - a. Appointment of Board of Directors
 - i. Introduction of nominee Kevin Stranack and brief comments
 - ii. Declaration of Acclamation of Nominee to the Board: Kevin Stranack
8. Recognition of Service
 - a. Dana McFarland
 - b. Licensing and Sitka Business Function Group Chairs

9. Closing Remarks

10. Adjournment



BCLibraries
COOPERATIVE

DRAFT MINUTES: 2021 Annual General Meeting, June 17, 2021

Attendees:

Voting: Dr. Diana Davidson (Alberta Municipal Affairs, Public Library Services Branch), Andrea Freeman (Association of BC Public Library Directors), Anna Loster (British Columbia Legislative Library), Annette DeFaveri (British Columbia Library Association), Beth Davies (Burnaby Public Library/BCLC Chair), Wanda Davis (Cariboo Regional District Library), Chris Vriesema-Magnuson (College of Physicians and Surgeons of BC), Ursula Brigl (Cranbrook Public Library), Suzanne Rackover (Emily Carr University of Art + Design), Karli Fisher (Fort St James Public Library), Dean Kelly (Fraser Valley Regional Library), Heidi Rees (Government of Manitoba Legislative Library), Cari Lynn Gawletz (Grand Forks Public Library), Daphne Wood (Greater Victoria Public Library), Melanie Reaveley (Kootenay Library Federation), Toby Mueller (Lillooet and Area Public Library Association), David Christensen (Manitoba Public Library Services), Tracey Therrien (Nelson Public Library), Adam Farrell (New Westminster Public Library), Edel Toner-Rogala (North Central Library Federation and North East Library Federation), Deb Huchison Koep (North Vancouver City Library), Jacqueline van Dyk (North Vancouver District Library), Dawna Turcotte (Northern Lights College), Heather Hadley (Port Moody Public Library), Jen Kendall (Portage la Prairie Regional Library), Rebecca Burbank (Powell River Public Library), Charlene Tweed (Red River College Library), Taryn Jones (Royal BC Museum and Archives), Karen Hudson (Salt Spring Island Public Library), Teresa Wright Eastley (Saskatchewan Provincial Library and Literacy Office), Jennifer Wilson (Surrey Public Library), Heather Smith (University College of the North), Shirley Lew (Vancouver Community College), Dana McFarland (Vancouver Island University), Leigh Anne Palmer (Vancouver Public Library), Sarah Felkar (West Vancouver Memorial Library), Elizabeth Tracy (Whistler Public Library)

Non-voting: Lenora Lee (KPMG - Guest Speaker), Mari Martin (BCLC Board ex officio / Province of BC), Greg McLeod (Burnaby Public Library), Alan Bell (University of British Columbia), Cheryl Sinclair (University College of the North)

Co-op Staff: Kevin Millsip, Ayesha Ali, Christine Burns, Sharon Herbert, Scott Leslie, Daniella Levy-Pinto, Jennifer Pringle, David Ryland, Tami Setala

Minutes

1. **(10:30am Pacific)** Call to Order, Land Acknowledgement and Opening Remarks - Beth Davies (Chair) & Kevin Millsip
2. Agenda, for approval - Moved by Adam Farrell, Seconded by Leigh Anne Palmer
Unanimous
3. Minutes of the 2020 Annual General Meeting, for approval - Moved by Dana McFarland, Seconded by David Christensen *Unanimous*
4. Reports for information:
 - a. Verbal Chair's Report - Beth Davies
 - i. BC Public Library Partners Update (verbal) - Andrea Freeman
 - The Partners are a collective of 4 BC library associations: ABCPLD, BC Library Association, BC Library Trustees Association, and BC Libraries Cooperative. Our primary shared goal is to increase operating funding for BC public libraries and to ensure that the funding is sustainable.
 - BC public libraries changed Ministries last fall, moving from the Ministry of Education to the Ministry of Municipal Affairs, so the focus has been on building relationships with new Ministry staff and the Minister.
 - The focus in 2021 is to increase the library funding envelope and to increase awareness of library issues across the whole of government
 - presenting to the select standing committee on finance, being consistent in our ask for more operating funding.
 - Investigating ways to bring added value to the overall library community and asking how we can best meet the needs of libraries from a provincial perspective in a post COVID environment.
 - b. Executive Director's Report
 - i. Annual Report (written and verbal) - Key highlights from the Annual Report were shared by Kevin Millsip, Tami Setala, Sharon Herbert, Dr. Diana Davidson, Daniella Levy-Pinto and Scott Leslie
 - ii. Strategic Planning update (verbal) - Kevin Millsip

5. Financial matters:

- a. FY20/21 Audited Financial Statements, for information (written) - Lenora Lee, KPMG
- b. Appointment of the auditor (KPMG) for FY 21/22 for approval - Moved by Deb Hutchison Koep, Seconded by Leigh Anne Palmer *Unanimous*
- c. FY21/22 working budget, for information - Beth Davies

6. Governance matters:

- a. Appointment of Board of Directors - Beth Davies
 - i. Introduction of nominee and brief comments - Cari Lynn Gawletz
 - ii. Declaration of Acclamation of Nominee to the Board

7. Recognition of Service

- a. Dr. Diana Davidson - Beth Davies recognized Diana's service to the Board and thanked her specifically for her vision and commitment to NNELS.
- b. Licensing and Sitka Business Function Group Chairs - Appreciation was extended to Megan Nelson (Camosun College) for continuing to volunteer as Chair of the Sitka Business Function Group and to Dean Kelly (Fraser Valley Regional Library) for volunteering as Chair of the Licensing Business Function Group.

8. Closing Remarks - Beth Davies

9. Adjournment - 11:41am Pacific



BCLibraries
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2021-2022 AGM ANNUAL REPORT – June 23, 2022

Submitted by:

Beth Davies, board chair & Kevin Millsip, executive director

MESSAGE FROM THE BOARD CHAIR

This past year has been a period of high activity for the Co-op. In particular, I want to speak to the power of collaboration and cooperation, which has resulted in some significant wins for our sector.

The BC provincial government recently provided \$8M in one-time covid relief and recovery funding to the public library sector in BC. This one-time funding is the result of many years of collective advocacy, and the focused efforts of the BC Public Library Partners: Co-op staff and board have worked as part of the Partners and will continue to support this essential work on behalf of the sector as a whole. A lot of hands helped to get us to this spot - supporters and users of libraries, allied and supportive organizations, CUPE BC and other labour leaders who supported our advocacy asks, city councillors across the province, Ministry staff at different levels, MLAs from all parties in the legislature and the three Ministers who have had responsibility for Public Libraries in BC over the past five years. Although the one-time funding is welcome, the \$8M in funding from 2022 and the \$3M in digital initiatives funding that came to BC libraries in 2020 does not address the ongoing funding deficit that the public library sector has faced since 2010. We continue to urge the provincial government to increase annual funding levels for the public library sector on a permanent basis. Our minds and efforts will return to those collective efforts and I look forward to working with those who've been part of this ride so far, and others who will join, to make that goal a reality.

On the federal front, Co-op staff have been working closely with staff from the Centre for Equitable Library Access (CELA) to advocate successfully to stop proposed cuts to federal funding for the work of NNELS and CELA. In addition, we convinced the federal government to create a brand-new funding program called the Equitable Access to Reading Program that will fund the essential work ensuring access to reading materials for people in Canada with print disabilities. The new program will be in place in two years' time and promises to provide \$7M annually in funding. Both of these outcomes are a direct result of collective approaches to problem solving and advocacy.

Introduction

Who we are:

The BC Libraries Cooperative (BCLC) was founded in 2009 and is a national community service, non-profit, cooperative. With over 200 library members we continue to grow in both membership and range of services to take advantage of opportunities we see for our members, and in response to what our members tell us they need in their communities.

What we do:

As BCLC is a member-owned cooperative, we conduct our work based on shared values. Our work is focused on helping libraries help people. We work, innovate and advocate for public benefit, to reduce costs and to extend service delivery across our membership. We do these things by:

- supporting consortium purchasing and economies of scale;
- saving money by making the most of open-source technology;
- driving innovation by designing services for inter-operability and open access;
- creating opportunities for members to work together;
- respecting our members' voices in the development of Co-op services;
- offering full-service support and training for every service.

Collaboration with government:

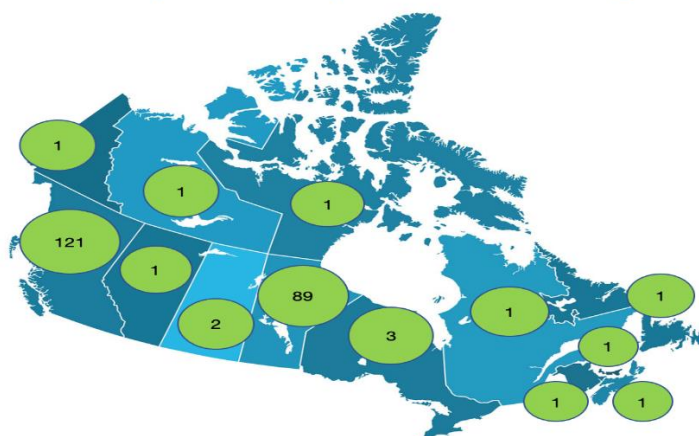
The BC Ministry of Municipal affairs continues to prioritize its relationship with the Co-op as we collectively focus on enhancing the ability of libraries to serve the needs of their community members. The strategic direction and connections the Ministry and the Libraries Branch provides for our work is supported with a representative in an ex-officio capacity on the Co-op Board of Directors.

The Co-op also has excellent working relationships with the public library branches in Alberta, Saskatchewan, Manitoba, Nova Scotia, the Yukon, the Northwest Territories and Nunavut. Collectively, this group provides guidance and direction, funding and partnership support to the essential work done through our NNELS service.

Community:

We are proud to provide cost efficient access to digital resources, and promote accessible library services to our 200+ members across Canada. The Co-op's community-led communication network continues to improve and grow as our members' needs evolve. Our growing membership outside of BC includes Alberta, Manitoba, New Brunswick, Northwest Territories, Nunavut, Ontario, Prince Edward Island, Quebec, Saskatchewan, and Yukon.

Co-op Membership Across the Country



ANNUAL REPORT

LICENSING AND LICENSING BUSINESS FUNCTION GROUP

The suite of licensed product offerings for BC public libraries and the Manitoba Licensing Consortium Inc. (MLCI) continued to diversify in the past year. We now have over 110 products available to BC libraries, and 79 products licensed on behalf of MLCI. This past year we added three new products for BC Public Libraries: Kermode Education, Prenda Code Club and 4 Seasons of Reconciliation. New offers to MLCI libraries included 4 Seasons of Reconciliation and Gold Rush Decision Support. As in previous years, our licensing community came together to advocate on common issues such as user privacy and digital content licensing models.

We continue to build relationships with adjacent organizations such as Association of BC Book Publishers and other consortia in order to collaborate on new projects and licenses. We wrote a joint letter with The Alberta Library and the Ontario Library Service to Ancestry.com to request that remote access be provided permanently to that site. In collaboration with BC ELN and Focused Education Resources, we were able to negotiate province-wide geo-IP authenticated access to ProQuest's BC Historical Newspapers which includes the complete historical archives of The Vancouver Sun (1912-2010), The Times Colonist (1884-2010) and The Province (1894-2010). Thanks to a grant from Francophone Affairs Program, we were also able to begin purchasing additional French language materials that we will migrate to a new French-only platform provided by Cantook Station.

Dean Kelly (Fraser Valley Regional Library) continued his second term as Licensing Business Function Group Chair. The Licensing Business Function group met every two months to discuss products for consideration, and share information about common issues related to licensing and digital resources. Vendor consolidation and its impact on costs and choice remains an ongoing

concern so we are planning an advocacy campaign to express our concerns in 22/23. The former RB digital Magazine collection was migrated into the OverDrive platform. We were able to negotiate province-wide pricing for the OverDrive magazines that includes all libraries in the province. As all libraries were included in the magazine cost, we were able to secure a significant discount for the largest libraries.

SITKA's EVERGREEN AND CO-OP SUPPORT

Sitka's Evergreen® community welcomed five new members from BC and Ontario in the past year: College of Physicians and Surgeons of British Columbia (BC), Université de Hearst (ON), Glencore XPS (ON), Université de Boréal (ON) and Quest University (BC). This brings the total number of libraries participating in Sitka's Evergreen to 101 multitype institutions (public libraries, public post-secondary, private post-secondary, child care resource centres, K-12, government and special) at nearly 200 locations in BC, Manitoba and Ontario. Sitka's Evergreen serves 73% of BC's public libraries and over 50% of public libraries in Manitoba, providing a familiar interface with a localized experience for community members. Staff continued partnering with several large consortia and library systems to pool funds and prioritize Evergreen development, while providing a significant return on investment for our members. Again, this year the Co-op's investment of \$20,000 in software development for the Evergreen ILS resulted in nearly \$200,000 demonstrating the power of community and open-source development.

Staff also continue to actively contribute to the Evergreen community's Student Success, Acquisitions, Cataloguing, Documentation and Developers' working groups, which meet several times a year. Staff routinely participate in bug squashing and testing cycles in the wider Evergreen community, as well as contributing information for bug reports, resolving bugs and contributing to the writing of new code.

Sitka's Evergreen® was upgraded to version 3.7 in May 2021, which included a number of new features such as improvements to holds and uploading MARC records as well as the new Staff Catalogue designed for the web client. 27 Sitka training sessions were held with 204 participants. Sessions included core suite training for staff at new member libraries as well as continuing training for all library staff, including overviews of new features and cataloguing and circulation policy refresher training.

We are grateful for the support of the Sitka Business Function Group Chair Megan Nelson, Library Technician at Camosun College library, who will continue as Chair for 2022-23.

In response to the CFLA's Truth and Reconciliation Committee's Report and specifically, the recommendation to "Decolonize Access and Classification by addressing the structural biases in existing schemes of knowledge organization and information retrieval arising from colonialism by committing to integrating Indigenous epistemologies into cataloguing praxis and knowledge management" the Cataloguing Committee of the Sitka Business Function Group continues work toward decolonizing description in the shared database.

IT INFRASTRUCTURE

Throughout 21/22, the Co-op Systems team continued to provide a robust, Canadian-hosted, computing library for the Co-op and its members. This environment achieved 99.99% uptime and continues to offer a reliable and cost-effective choice for members. As part of this operation, we also completed the following upgrades and projects:

- Acquired and implemented new database (DB) servers as part of our 3-year hardware upgrade cycle. We rotate the existing DB servers into our pool of VM hosts. This ensures that we have the fastest most powerful hardware targeting our most intensive need but also that we have a good-sized pool of servers to host virtual machines that are still well within their useful life cycle but also keeps these costs down for members.
- Acquired and implemented a new hardware-based jump host server. This server is a critical piece of security architecture as it represents one of the few servers which are reachable externally on our network via secure shell command line.
- Acquired and implemented a new hardware-based backup server. This server acts as the initial target for backups which are then also stored on tape as well as backed up over the wire to a location in Ontario.
- Completed networking hardware upgrades that allow for faster communications between servers and database servers as well as faster internal routing, meaning improved overall performance for the hosting environment and the libraries that use it.
- Implemented an intrusion detection system to further our proactive network security practices. Along with this, we also implemented a key and password manager for technical staff which allows them to securely share encryption keys and passwords for critical systems.

Our hosting and continued improvement of licensing authentication mechanisms that facilitate access. We expanded our ezProxy support from providing access for all BC public libraries to Queen's Printer licensed materials to now also hosting instances for both post-secondary and public library members. Sitka provides unlimited SIP2 connections for Sitka libraries to authenticate to Overdrive and other services, and we continue to provide SIP2 authentication for four public libraries that are not on Sitka. Significant progress was made in the past year to develop and implement API authentication to address privacy concerns with the SIP standard.

In addition to its support for all of the Co-op's hosting environments, the Systems team also continued to provision many services both for Co-op staff and members. After 12 years the Co-op is finally able to decommission the KAPA authentication service which provided SIP authentication endpoints to members who did not use Sitka and whose ILS were not able to provide these. In addition, the Co-op began meeting with the identity services unit of the BC government to explore the use of the BC Services Card for online identity verification by libraries.

LIBPRESS AND WEBSITES

The LibPress service saw a large overhaul of both technology and personnel. The long-time coordinator for the service stepped down in September 2021 and by mid-October a replacement was in place who came from a member library and brought extensive experience with the system. In addition to other operations and projects, the Systems Manager served as the financial coordinator for the Access 2021 conference. This was the second time the Co-op has served the community by providing this service for free.

The Web team continued throughout 21/22 to provide high quality and cost-effective web development and hosting services for member libraries. In addition to the core service of LibPress, this also includes multiple standalone sites and applications both internally and for our membership. LibPress serves 53 BC libraries and library federations.

This LibPress Coordinator worked with the Service Lead to perform a full audit of the documentation and accounting for all member customers, resulting in much better overall service tracking. The technology underlying the main service theme was completely overhauled and rolled out behind the scenes to all libraries in the service. This will result in much easier long-term maintenance and easier changes by staff members for the library websites' look and feel. In addition, a major upgrade is now underway on the 3rd party calendar software that is used across the service. The LibPress team delivered three workshops throughout this period and hosted a community call that ushered in a new way of managing the service and its communications, leading to more transparency about service development plans and priorities.

ACCESSIBILITY AND NNELS

CORE WORK

NNELS continues to support libraries in providing direct and integrated service for patrons with print disabilities through public libraries. Provincial funding from British Columbia leverages funding from other jurisdictions, including other provinces and territories, as well as the federal

government. This significantly extends the impact of the work done by NNELS. For example, provincial DIP funding resulted in reports on the accessibility of library applications, leveraging the expertise of the NNELS team, who work to demystify accessibility and make it more relatable.

The core work of creating accessible books and documents for the repository has been instrumental in positioning NNELS' staff to support publishers in creating born accessible books.

In 2021, NNELS' work in accessible publishing was recognized nationally and internationally. In October, NNELS received the [Accessible Books Consortium International Excellence Award](#) for NNELS' work on making books accessible for people in Canada with print disabilities. This is a significant achievement that consolidates NNELS as an international leader in accessibility, joining other expert organizations such as the LIA Foundation and the DAISY Consortium. In Canada, the Book Publishers Association of Alberta awarded NNELS with a Special Achievement Award, to recognize its role in advancing accessible publishing.

NNELS continues to work on the [Public Libraries Accessibility Resource Centre \(PLARC\) Project](#), co-led with CELA (Centre for Equitable Library Access), in partnership with eBOUND. The main goal is to build a consolidated nation-wide resource centre (website) for accessibility awareness and training in all areas of the library, for mainstream accessible library service. New and curated accessibility resources are being added to [accessiblelibraries.ca](#), and to [bibliosaccessibles.ca](#) (the French version). This project is directly informed by library staff from across the country, through an advisory committee, as well as by users with disabilities.

After a series of planning discussions and meetings between the provincial/ territorial NNELS Steering Committee and staff, NNELS staff prepared a strategic framework for their services, which identifies strategic priorities and goals, and guides the work toward realizing each of these goals over the next three years.

New content continues to be added for [Accessible Publishing Resources for Publishers](#) on [AccessiblePublishing.ca](#).

NNELS staffing policies continue to give priority to those living with print disabilities to ensure the service reflects the needs, values and input of the community NNELS was created to service. In this way, NNELS is not only responsive but more importantly responsible and accountable to the public it serves. Currently there are three full time and six part time staff with various types of print disabilities within the NNELS overall staff lineup. Their expertise is key to create awareness around accessibility, identify and eliminate barriers, and empower librarians to provide accessible services, and content creators produce content that works for everyone, regardless of ability.

Some highlights in core content and production this year include production for all major literacy prizes, such as the [BC and Yukon Book Prizes 2021](#), [2022 Canada Reads Shortlist](#), [BC Summer Reading Club 2021](#), TD Summer Reading Club, [First Nations Communities Read 2021](#). NNELS staff presented at several conferences and delivered training workshops and webinars related to accessibility in libraries, publishing, digital technologies for reading, and best practices for designing and developing products inclusive of people with print disabilities. Some examples include the Third LAC Forum with University Partners, Ontario Library Association, Stronger Together conference (Alberta), Canadian Association of Professional Academic Librarian's, as well as presentations to the Book Publishers Association of Alberta.

GRANT WORK

Over the last fiscal year, [Reading App Testing](#) was performed on a variety of reading platforms and applications for accessibility and usability. This project was partly funded by BC along with two other funding partners (NWT and the Federal Government through SDPP-D), and the reports are now published on accessiblepublishing.ca.

Our accessibility testers drafted instructions to download and play various formats from the NNELS website. Instructions include how to download and play MP3 files from the NNELS Repository using a few different types of MP3 software.

Staff also worked on updating tutorials including Legere Reader (for Android, and formerly known as VoiceDream), and information on the NNELS website describing how to use Obi to Record Audiobooks and how to migrate audiobooks from cassette to MP3. The team has also replaced outdated players with current versions (i.e., replacing DaisyWorm with Easy Reader, and replacing Darwin Reader with Legere Reader).

In partnership with The Association of Book Publishers of British Columbia (ABPBC), a prototype digital repository for BC publishers “Accessible Reading BC”, which uses the NNELS technology was launched in May, 2021.

CO-OP OPERATIONS

STRATEGIC PLAN PROGRESS

The Co-op continues to make progress on implementing our Strategic Plan. The Co-op board has recently approved a new reporting format that will include three reports per year on our Strategic Plan. Much of our progress on the plan is contained in other sections of this report. Briefly so as not to restate items in other parts of this report in relation to our plans four main theme areas:

1. **Boldly pursue member services** is being done through:
 - a. continual upgrades to services,
 - b. business planning work that Co-op staff are undertaking through 2022 and into 2023,
 - c. new projects being developed with Covid Relief and Recovery Funding from the province of BC.
 - d. working with GIA Consulting to develop a new member engagement strategy for the Co-op. This work is carried out with financial support from the Cooperators and the BC Cooperative Association.
2. **Help members be catalysts for healthy resilient communities** is being advanced through:
 - a. our sectoral work on climate action in the public library sector with InterLINK and the BCLA,

- b. supporting sector-wide professional development on mental health and wellness in collaboration with InterLINK and the BCLA,
 - c. participating with the DigiBC group on advancement of that concept.
 - d. the purchase of annual carbon offsets for the Co-ops greenhouse gas emissions,
 - e. the Co-op being a certified living wage employer.
3. **Model and advance library and cooperative values** is being pursued through:
- a. our work at the BC Public Library Partners to increase funding for the sector in BC,
 - b. our federally directed work with CELA and Canadian Publishers advocating for more support for people with print disabilities,
 - c. promoting education on the cooperative model with our members,
 - d. our work on decolonizing the catalogue and through our upcoming EDI audit process,
 - e. an annual contribution to an open source technology development fund.
4. **Strengthen the Co-op as an organization and partner** through:
- a. the creation of our Operations Manager role to oversee budget, business and finance for the Co-op,
 - b. investing in staff through an upcoming compensation review and the implementation of a new performance review process for Co-op staff,
 - c. building a 3-year rolling budget cycle for Co-op operations, beginning with the 23/24 budget year,
 - d. working with the Commons Consulting to conduct the Co-op's first Equity, Diversity and Inclusion audit,
 - e. enhancing our annual vacation provisions for staff and increasing the number of annual personal days available to staff,
 - f. implementing a recurring home office grant for staff who work from home.

SERVICE HIGHLIGHTS & EVALUATION

Earlier this year the Co-op welcomed its new and first Operations Manager. The purpose of this position was to create a higher level of oversight for the Co-op's financial systems and HR support. This new role is responsible for the oversight and leading of the Co-op's budget and financial reporting process and supporting business planning for Co-op services.

The Co-op continues to work in partnership with the BCLA and InterLINK on two sector wide projects:

- the development of engagement and capacity activities for the sector in regard to climate action. During the 21/22 we organized a series of webinars called 'Libraries in the Global Arena' that looked at the role that libraries could play in helping to tackle the climate crisis as well as webinars on mental health in the workplace.
- The Co-op is a member of the President's Group, which provide advice to the Minister of on ways to enhance employment opportunities for people with disabilities.

DIGITAL INITIATIVES PROJECT

The Co-op continues to implement the Digital Initiative Projects (DIP), now nearing the end of the second year of this three-year initiative. The BC Ministry of Education allocated \$1.8 million (of a total of \$3 million of funding allocated provincially for public libraries) in one-time funding through the Co-op to support a number of digital initiatives. Work on these initiatives is well underway. With a final spend of \$1,540,483 at the end of year two of the project, there is \$259,517 remaining to disperse in the final year, as illustrated on table 1.

PROJECT YEAR		
YR 1 – 2020/2021	Actual	\$799,500
YR 2 – 2021/2022	Actual	\$740,098
YR 3 – 2022/2023	Forecast	\$259,517

TABLE 1

As part of the Digital Initiative Projects, LinkedIn Learning authentication was implemented for all of Sitka's public libraries in BC, providing patrons with seamless and secure access to this resource. Increased privacy protections were put in place for data accessed through Evergreen's Reporter, with a new waiver required for anyone viewing report data.

Licensing continued to support access to the products purchased under the Digital Initiatives Project. A marketing campaign was launched to promote the DIP-funded resources during B.C. Library Month (Oct 2021) and marketing assets shared via the Library Toolshed.

The NNELS team developed guidelines for the purchasing and licensing of online digital resources and content, funded as part of the DIP. The guidelines can be used as an evaluation tool when deciding to license a given resource, to help procurement staff make better, more inclusive, and value-added decisions when acquiring new services and evaluating existing products. This document describes accessibility features that all e-resource platforms (including websites and applications) should have, to ensure that they work for everyone, regardless of the assistive technology they use.

The progress of the connectivity and improving internet project to support poorly connected public library branches by working closely with Co-op members is documented in the [final report](#) submitted by the Co-op Systems Manager.

LOOKING AHEAD AND WRAP UP

All organizations go through stages and phases of growth and development. At the BC Libraries Cooperative, we're at the beginning of our second decade of providing needed services to the sector both in BC and across Canada. In the life cycle of a non-profit organization, the first decade of is often about responding to immediate needs in a given community, about implementing and scaling up new services and programming to meet these needs, and about

putting in place the foundational footings that will help to ensure, the stability and longevity of the organizations work over time.

The second decade of a non-profit's life cycle is often about ensuring that the foundational footings upon which the work rests are solid, and where needed, reinforced and augmented. This decade is also about ensuring strong and new connections to the communities being served, while at the same time examining the service and program roster, to ensure that the work of the non-profit meets the evolving needs of the communities that it serves.

As we look to the next 10 years of our Co-op's work, we're putting a renewed focus on our long-term financial stability, combined with planning conversations on current and future services. This work is designed to ensure that the Co-op is on a sound financial and technological footing well into the future, and that we can continue to help you, the membership, thrive in the essential work that you all do in your communities.

During the 22/23 fiscal year, Co-op staff will be moving through a number of planning process that are designed to ensure a strong second decade of service and operations. One goal of these planning processes is to examine the full costs of delivering our various services, to look at how costs match our various funding and income sources and to explore what sorts of service investments will be needed over the next few years.

Once we have the results of the planning work, we will engage with members on any recommendations coming from the process.

Over the next few years, we will also continue to explore ways to help build sector-wide capacity in regards to action on accessibility, mental wellness and climate change. During the 22/23 fiscal year the Co-op will also be developing a member engagement strategy and will be conducting an Equity Diversity and Inclusion audit of our organization and operations.

The co-op has excellent foundational footings to continue to build on as we look to strengthen and enhance our work. With growing demand for the Co-op's work and the increasingly diverse needs of our growing membership, this is the perfect time for us to embark on these interconnected planning conversations, and to be working with you, the membership, to shape the next years of our Co-op's work.

Thanks for being on this journey with us.

SEPARATE ATTACHMENTS

Agenda Item 5. a.) AUDITED FINANCIAL STATEMENTS – see separate attachment

Agenda Item 5. c.) FY22-23 WORKING BUDGET – see separate attachment