

Saskatchewan Library Trustees Association

Executive Meeting

9:00 a.m., Sat. February 7, 2004

ParkTown Hotel, Saskatoon

Present: Janet Wilkinson (Chinook), Louise Cochran (Lakeland), Karen Basky (Palliser), Charlotte Thies (Parkland), Donna Hartley (Southeast), Maureen McGirr (Wapiti), Kathy Evans (Saskatoon), Brian Suetta (PNLS), Joylene Campbell (Provincial Librarian)

Call to Order

The President called the meeting to order at 9:00 am.

Agenda

It was moved by Kae Campbell, seconded by Janet Wilkinson, that the agenda as amended be adopted. Motion carried.

Minutes of September 13, 2003

It was moved by Maureen McGirr, seconded by Charlotte Thies, that the minutes of the September 13, 2003 meeting be adopted. Motion carried.

Correspondence

The following correspondence was received and filed:

SARM invitation to conference

Cindy Smith, Regina SLTA Representative resignation

Orientation Booklet

Tabled to April 2004 for revisions, to be prepared by Kathy Evans.

Multitype Library Board Appointment

Frank Winter is the new chair of the Multitype Board and we are waiting for the Minister's order appointing a trustee representative. SLTA has nominated Kae Campbell, Kathy Evans and Isabelle Butters. The multitype

AGM will be held February 12, 2004 in Regina and will consider a five-year Strategic Plan and a strategy on Multitype Data Base licensing. Provincial Library will ensure that SLTA gets copies of the reports to be discussed. Louise Cochran or Karen Basky will try to attend the AGM.

Lobbying Sub-Committee - Formation Terms of Reference

Kathy Evans met with the trustee who was interested in working on this.

Minister's Brief – February 4, 2004

The meeting with the Minister went very well. Hon. Andrew Thomson, Minister of Learning was presented with the brief by Louise Cochran, Karen Basky, Merrilee Rasmussen and Kathy Evans. We requested that a letter of support on the library book rate be sent to Heritage Minister. The Minister advised us that government was facing a deficit and if there are budget cuts they will be equally shared by all departments reporting to his ministry. We asked for a confirmation of our provincial funding at the current rates and he was unable to make that commitment. As well, we enquired about Aboriginal funds of \$250,000 which libraries received last year and did not get a commitment to these funds being available this year. He thanked us for meeting with him. It was agreed that the President write a letter of thank you for meeting/letter of support for Library Book Rate.

History Book Update

The goal is to have the book at the publishers by July so that it is available for sale in the fall of 2004. 1,000 copies will be printed by Coteau. Currently, \$17,300 has been raised, of which \$2,900 is committed but not yet received. Total expected cost is \$19,200. SLTA will receive 20 copies at no charge. We can buy the books at \$14 and sell for \$20-\$24 so 300+ books sold will cover \$2,000 required to finish funding the printing of the books. The President expressed a HUGE thank you to the History Book Committee and especially Judy Chuey for her vision in having this book published. Louise Cochran moved, seconded by Kathy Evans, that SLTA cover the \$2,200 shortfall for publishing Library History Book. Motion carried.

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Saskatchewan Library Conference

SLTA (Kathy Evans and Louise Cochran) will be presenting a session "How to Be a Good Board Member". The meeting discussed having a booth in trade show at the conference at which the Library Book Rate mailer postcards could be handed out. It was agreed that the President would confirm with SLA and proceed to get a table top display for that weekend as well as materials to use on the display. Charlotte Thies moved, seconded by Maureen McGirr, that a maximum of \$300 be authorized for the costs of putting together the display for the booth. Motion carried.

The meeting also discussed having a booth at SUMA/SARM in the future. Provincial Library could be asked to participate as well as other regions.

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SLTA Life Membership Awards

A nomination was received from Regina Public Library for Gloria Mehlmann. Although the constitution/by-laws do not provide for extending the deadline for nominations, it was moved by Brian Suetta, seconded by Louise Cochran, that the award be made to Gloria Mehlmann. Motion carried.

The President will contact Gloria Mehlmann and advise her that she has won the award and invite her to attend the conference at our expense. SLA to be advised of Gloria Mehlmann and guest's attendance for banquet.

CLTA Conference - June 16-19, 2004 in Victoria, BC.

Louise Cochran and Kathy Evans are hoping to attend. CLTA has restructured and no longer has representatives from each province on the board. They are proposing at the AGM this year that the executive be made up of three or four representatives in total, and Western Canada would have one representative. The meeting discussed the importance of having other provinces continue to be represented as a voice, and that communication between our President and other provinces will be even more important in future.

Ray Boughen Commission K-12

Kathy Evans, Karen Basky, Merrilee Rasmussen and Isabelle Butters made a presentation to Ken Horseman, former Associate Deputy Minister

of Education, who provided staff support to the Commission, on behalf of SLTA and library regions in support of continued collections of taxes throughout the province along with education taxes. We were thanked for bringing forward our concerns. The Provincial Librarian encouraged the SLTA executive to read both the interim and final reports.

Library Book Rate

SLTA Executive members were encouraged to take postcards with them for distribution throughout their regional libraries, and to ask patrons and board members to sign and send to Minister of Heritage in support of continuing the Library Book Rate in the future. We published 3,000 copies of the postcards and they are enclosed with our current newsletter.

SLTA Newsletter

Copies distributed to SLTA Executive. It was noticed that the executive contact list was not current and the schedule for Saskatchewan Libraries Conference on the reverse side of the list was tentative. The Provincial Librarian volunteered to have her staff copy and insert a new list in the newsletter as well as an update schedule on the Saskatchewan Library Conference prior to having the newsletters mailed to members.

President's Report

Been very busy the last few months. Two Minister's Briefs have been presented, in September 2003 to Judy Junor and in February 2004 to Andrew Thomson; Boughen Commission; SUMA; SARM; Library Book Rate mailercards. The meeting discussed promoting SLTA to members by telling them about what we have been busy doing. Karen Basky will prepare a summary and e-mail to executive. It was suggested that Louise Cochran include the summary when sending second invoices for membership fees.

Treasurer's Report

CSIP (Canada Saskatchewan Infrastructure Program) may need to issue \$1.6 M on Community Net prior to end of March 31, 2004. Provincial Library has requested SaskTel to prepare and issue invoices. Brian Suetta moved, seconded by Charlotte Thies, that the report be accepted. Motion carried. Motion to approve expense reimbursement of \$21.40 and \$376.63

was moved by Louise Cochran and seconded by Kae Campbell. Motion carried.

Library System Reports

Parkland: The Provincial Librarian commented that partnerships to be proud of Aboriginal Participation Initiative Grant. Good Work! Yorkton First Step Aboriginal Head Start. Mayor/Councillors library to move to renovated library in Yorkton. Had mould problems. Good example of partnerships.

Lakeland: Hiring new Director. Learned cannot just put out a job ad. Discussed resolution to getting position filled. Pay equity and libraries trying to keep funding up for salaries.

Wapiti: see written report.

Wheatland: The Provincial Librarian encouraged Health & Safety pro-active ergonomics.

PNLS: Public Relations Sub-Committee - Human Resources Development Committee related to promote libraries. Poster program; Aboriginal role models; calendar. Digital Divide Project - translation to another language Cree/Dene problems with program. \$17,000 still needed - on hold - need to figure out fundraising. P.A. Grand Council conducting an assessment to deal with all libraries and no client separation. Peter Ballentyne - \$150,000 for each school library to upgrade. Great conversations with Grand Councils/Chiefs. Opportunity North archival process. Review is done. More support required as we go along. 50th Anniversary of Provincial Library sent gifts of PNLS stained glass.

Chinook: Swift Current has new librarian. Distributing Library Book Rate post card mailers. \$250 for each branch on best-sellers list.

Southeast: Met with Craig Dotson on the State of the Library System and the lack of funding over years, crumbling foundation, school/public libraries. The Provincial Librarian noted challenged belief system and K-12 decision making. Serious problem here. South East has lost 3 positions and no professional librarians. How do you have discussions on partnerships with schools? Recommended funding pool to share collections; order books; cataloguing from schools for interlends; services and programs. Areas of

cooperation Parkland - family literary; Wheatland - knowledge expertise volume purchasing.

Executive discussed cooperation or partnerships not just in buildings. eg. Inserting articles on SLTA into SUMA/SARM.

Chinook: School Plus - Minister of Learning's priority. We are interested in looking at the will of the community; will of school, know your goals and what do you hope to accomplish? Allan Carnduff is quoted as saying "buildings in mechanisms for on-going dialogue". Integrated management board and representation in agreement. Balgonie wants to move into the school. Nipawin K-3 is joining with school. Mayfair has 37 students and the school has been closed and they are moving the library out.

Palliser: All unionized staff. Strategic Planning with facilitator and travel costs.

Provincial Library: see written report.

Saskatoon: see written report

Brian Suetta moved, seconded by Kae Campbell, that the reports be accepted as presented. Motion carried.

New Business

SLTA Website: Has been updated.

GST Rebate: The Provincial Librarian encouraged SLTA Executive to encourage their boards to send a letter of appreciation to Hon. Ralph Goodale and MPs. The Rebate is 100% for MUSH sector as of February 1, 2004.

SLTA Survey: The Provincial Librarian advised that Facilities Branch in provincial government which would give us guidelines for gathering information on capital funding issues. Recommendation that survey participants not complete these questions (18 & 19) on the survey at this time. Survey sent to Regional Headquarters not branches.

The meeting discussed SLTA having a 5 year strategic plan (step by step process), such as gathering the information in the survey and using in the Minister's Brief and promoting libraries in Saskatchewan and their needs.

Bylaws/Resolutions: The meeting discussed review and proposed changes be presented to boards at system AGMs, which are scheduled throughout mid-March and most of April across the province. It was agreed that Brian Suetta would provide bylaw/constitution amendments via e-mail by February 28. Each SLTA Executive member responsible to take to their boards.

SLA Convenor: Louise Cochran agreed to act as convenor for the Trade Agreements speaker Brian Campbell from Vancouver, to introduce him at the conference and to contact him prior to conference.

Strategic Planning: The President suggested that the SLTA Executive have a planning session. This would assist us in planning such things as informational brochures on SLTA to include with invoices for SLTA fees; trade show promotions for SUMA/SARM. Following discussion there was agreement to proceed. The Provincial Librarian offered her services to facilitate. Date chosen: Friday (evening), June 11 & Saturday, June 12. Preferred locations: Manitou Mineral Spa; Wanuskewin; Willows Golf & Country Club; U of S Campus. Kathy Evans agreed to book a location and advise executive members. Kathy Evans and Joylene Campbell will develop the agenda.

Next SLTA Newsletter: To be sent out post-conference. Feature information about Cochran Database for medical information and 6,500 magazines available on-line. Janet Wilkinson volunteered to prepare the newsletter and Kathy Evans will assist.

SARM March 16/17 – Regina: Louise Cochran agreed to represent SLTA at SARM.

Auditor: The meeting discussed the appointment. Louise Cochran moved, seconded by Maureen McGirr, that she further investigate the audit required. Motion carried.

Promotional Steering Committee: Meetings to be held in April/May/June in Regina. Maureen McGirr has agreed to represent SLTA. Charlotte Thies

moved, seconded by Janet Wilkinson, that travel costs be reimbursed and an honorarium paid. Motion carried.

Nominations Committee: It was agreed that the committee will consist of Brian Suetta and Kae Campbell.

Resolutions Committee: It was agreed that the committee will consist of Kathy Evans and Janet Wilkinson.

Budget: Increase with PNLs travel, Strategic Planning, Past President travel costs, higher population (Aboriginal) – higher revenue?, provincial grant. Discussed at some length the current process for soliciting payment on memberships for SLTA. Suggested we send second mailers and SLTA Executive members discuss at their AGMs. Enclose SLTA fact sheet with invoices for membership.

AGM Agenda/Reports – Booklet: To be sent to Merrilee Rasmussen, along with President's report, audited statement of year end and budget, for inclusion in the AGM booklet.

Honorariums: It was noted that the honorariums for attending the AGM totals \$50, for each of the Pre-Conference Executive Meeting (\$25) and the Post-Conference Meeting (\$25).

Motion to adjourn at 3:50 p.m.