

**Saskatchewan Library Trustees Association
September Meeting**



**September 21st and 22nd, 2012
Travelodge, Saskatoon**

Present: President Gerald Kleisinger (RPL), Vice-President Maureen McGirr (Wapiti), Treasurer Donna Hartley (Southeast), Karen Basky (Multitype Library Board), Dennis Taylor (Lakeland), Brett Waytuck (Provincial Library), Richard Beck (Wheatland), Ray Biberdorf (PNLS), Mairin Loewen (SPL), Nancy Kennedy (Executive Director).

Regrets/Absent: Sharon Armstrong (Parkland), Gail Beuhler (Chinook).

1. Call to Order

President Gerald Kleisinger called the meeting to order at 7:00 p.m. Friday, September 21st.

2. Adoption of the Agenda

Motion: Moved by Ray Biberdorf (PNLS), seconded by Treasurer Donna Hartley (Southeast) that the agenda be adopted with item 11. Other Business – Executive Director Evaluation moved to the beginning of the agenda.

Motion carried.

Executive Director Evaluation

An evaluation form was circulated to all members present. Forms will be completed and returned to Vice – President Maureen McGirr by 9:00 a.m. Saturday, September 22, 2012. Vice-President Maureen McGirr and Treasurer Donna Hartley will review the forms and conduct a follow-up interview with the Executive Director at the finish of Saturday's meeting.

3. Minutes of Previous Meeting

Motion: Moved by Richard Beck (Wheatland), seconded by Treasurer Donna Hartley (Southeast) that the minutes of the previous meeting be adopted.

Motion carried.

4. Business Arising From the Minutes

Strategic Plan

Key Success Measures of the Strategic Plan were discussed as below.

The SLTA is moving forward with Trustee Development in a collaborative effort with regions and the Provincial Library.

SLTA needs to market its services to the regions. SLTA will establish marketing materials with continuity and common theme. These materials will be made available to regions. Board members will gather information from their directors on what information they'd like included in the promotional materials. Alternative funding for libraries needs to be explored.

Personal success stories will be added to the Minister's Brief to promote the importance of libraries and show that libraries are more than just books.

The SLTA will be offering in-service education sessions which will be added to the website. The facility has been arranged by President Gerald Kleisinger. The sessions will be produced at the St. Peter School Production Center free of charge.

Website

The new website is up and running. All board members have had an opportunity to visit the site. The site will be updated by the Executive Director. If board members would like any information added to the site, please email the Executive Director.

5. New Business

Newsletter

The newsletter will be distributed mid-October. The Executive Director is currently revamping the color scheme and current format. Please send pictures.

CLA

After discussion SLTA has decided to remove CLA Membership and CLA Conference from its 2013 budget.

Promotion

There was nothing to report at this time.

Funding for Programs Outside of Opening Hours

There are a variety of agreements in the province regarding funding outside of opening hours. After some discussion, it was agreed that it is inappropriate for SLTA to share an opinion. The recommendation is to visit systems that don't have contracts to see how they deal with the issue.

Trustee Development

See Item 4. Business Arising From the Minutes - Strategic Plan

Budget 2013

The 2013 budget was discussed. Changes will be made and forwarded to all board members.

Motion: Moved by Richard Beck (Wheatland), seconded by Treasurer Donna Hartley (Southeast) that the Life Member expenses include mileage, two brunch tickets, one night's hotel accommodation, \$50.00 for incidentals, and a plaque.

Motion carried.

Policy Development

Policy Development is connected to Trustee Development.

President Gerald Kleisinger and the Executive Director will continue to research Policy Development and report back to the board.

Motion: Moved by Ray Biberdorf (PNLS), seconded by Treasurer Donna Hartley (Southeast) that the meeting be recessed at 9:00 p.m.

Motion carried.

Saturday, September 22nd, 2012

Present: President Gerald Kleisinger (RPL), Vice-President Maureen McGirr (Wapiti), Treasurer Donna Hartley (Southeast), Karen Basky (Multitype Library Board), Dennis Taylor (Lakeland), Brett Waytuck (Provincial Library), Richard Beck (Wheatland), Ray Biberdorf (PNLS), Mairin Loewen (SPL), Nancy Kennedy (Executive Director).

Regrets/Absent: Sharon Armstrong (Parkland), Gail Beuhler (Chinook).

Call to Order

President Gerald Kleisinger reconvened the meeting at 9:00 a.m.

6. Forward Planning

In Service

See Item 4. Business Arising From the Minutes – Strategic Plan

Minister's Brief

There was discussion on the process. As per the Strategic Plan discussion, regions will be asked to provide success stories for addendum to the brief. The main focus of the brief is funding. Boards retain the autonomy to apply said funds where needed.

A draft of the brief will be to members by the end of first week of October. A meeting with the Minister will be scheduled for November.

Board Member Activity Between SLTA Meetings

Motion: Moved by Richard Beck (Wheatland), seconded by Treasurer Donna Hartley (Southeast) that it be resolved that the SLTA board adopt this specific program and guideline to strengthen marketing and promotional materials to our regional jurisdictions and local branches. This effort is considered a necessary component to strengthen public and government knowledge of the programs and services, and highlight the vital role of our Saskatchewan libraries and their capacity to raise the standard and quality of life for all Saskatchewan residents.

Whereas; our libraries and library systems serve as an integral part of community life and provide the essentials of information, communication, technology and access for all residents in the library service area.

Whereas; it is recognized that our regional jurisdictions have adequate and specific working knowledge of their branch activities and programs and enjoy a close working relationship with aligned goals.

Whereas, the forwarded information from each region may be compiled and a specific and standardized message be developed in effort to raise the profile and services of Saskatchewan libraries.

Whereas; these messages and specific examples be used in Minister's Briefs to highlight issues of literacy, business success, programming; with the overall message to serve how the SLTA is vital to the success of the mandate of the Saskatchewan Ministry of Education.

Whereas; these messages are published on social media, SLTA website and in print and electronic formats to our regional jurisdictions for distribution to local branches.

Whereas; our local libraries use our marketing and promotional materials for a structured campaign to raise awareness of local library branch services to schools, municipal councils, senior centres, civic centres and media sources.

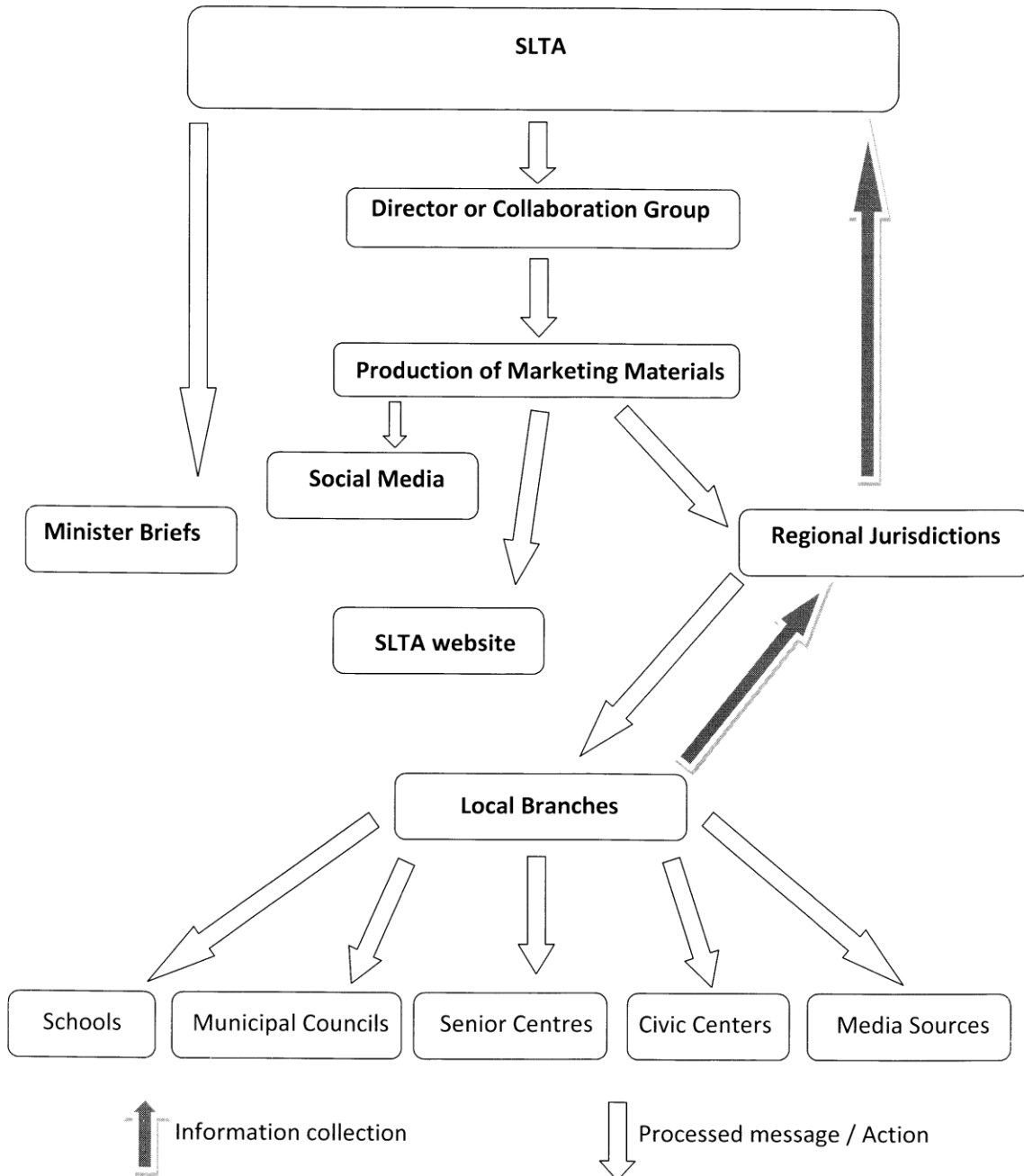
Motion carried with the addition of Small Business under Local Branches.

The Executive Director will also arrange for SLTA to present at both SUMA and SARM in 2013 in an effort to raise the awareness of SLTA and Saskatchewan libraries.

Motion: Moved by Treasurer Donna Hartley (Southeast), seconded by Vice-President Maureen McGirr (Wapiti) that SLTA make an informational presentation at both SUMA and SARM 2013.

Motion carried.

Action / Vision of the SLTA Promotional Material Proposal



7. Reports

President

President Gerald Kleisinger and Vice-President Maureen McGirr had a lunch meeting with Minister Marchuk. The meeting was cordial. Vice-President Maureen McGirr had the opportunity to bring attention to some of the concerns Saskatchewan libraries have.

Motion: Moved by Vice-President Maureen McGirr (Wapiti), seconded by Treasurer Donna Hartley (Southeast) that the SLTA send a letter to Premier Wall congratulating him on his choice of appointing Russ Marchuk as Minister of Education.

Motion carried.

Treasurer

Treasurer Donna Hartley thanked the Executive Director for the job she is doing maintaining SLTA financial records.

Executive Director

The Executive Director presented a report of her activities from May 2012 to present.

System Reports

System reports were presented and discussed.

Provincial Library

The Provincial Library report was presented and discussed.

Multitype Library Board

The Multitype Library Board report was presented and discussed.

Senate (U of R/U of S)

President Gerald Kleisinger regularly attends U of R Senate meetings on behalf of the SLTA.

Motion: Moved by Treasurer Donna Hartley (Southeast), seconded by Vice-President Maureen McGirr (Wapiti) that Mairin Loewen (SPL) be appointed as SLTA representative to the U of S Senate.

Motion carried.

The Executive Director will notify the U of S.

8. Correspondence

Correspondence was circulated.

9. Trustee In-Camera Session

Motion: Moved by Richard Beck (Wheatland), seconded by Ray Biberdorf (PNLS) that the meeting move in-camera.

Motion carried.

Motion: Moved by Richard Beck (Wheatland) seconded by Ray Biberdorf (PNLS) that the meeting move out-of-camera.

Motion carried.

10. Next Meeting

The next meeting will be in Regina on February 8th and 9th, 2013. The location is yet to be determined.

11. Other Business

Building Better Boards Webinar

Motion: Moved by Treasurer Donna Hartley (Southeast), seconded by Richard Beck (Wheatland) that the SLTA purchase the Building Better Boards Webinar for \$300.00 and make it available to library regions.

Motion carried.

SLA Conference

The Executive Director has made contact with Loraine at SLA to ensure the presence and assistance of SLTA at the 2013 SLA Conference.

Saskatchewan Library Week (SLW)

SLW information has been posted to the SLTA website.

10. Adjournment

Motion: Moved by Treasurer Donna Hartley (Southeast), seconded by Dennis Taylor (Lakeland) that the meeting adjourn at 11:40 a.m.

Motion carried.