

**Saskatchewan Library Trustees Association
September 5 and 6, 2014
Legends Centre
Warman, SK**

Present: Richard Beck (Wheatland), Vice President Maureen McGirr (Wapiti), Lorna Black (PNLS), Dennis Taylor (Lakeland), Sharon Armstrong (Parkland), Brett Waytuck (Provincial Library), Treasurer Donna Hartley (Southeast), Nancy Kennedy (Executive Director), President Gerald Kleisinger (RPL), Gail Beuhler (Chinook).

Regrets: Mairin Loewen (SPL).

1. Call to Order

President Gerald Kleisinger (RPL) called the meeting to order at 7:08 p.m.

2. Adoption of Agenda

Motion: Moved by Dennis Taylor (Lakeland), seconded by Lorna Black (PNLS) that the agenda be adopted with the following changes: the tour of the Warman facility will be at the end of the meeting Saturday, item 7.2 Minister's Brief was moved to item 7.1 and item 7.1 Promotion Campaign was moved to item 7.2.

Motion carried.

3. Minutes of the Previous Meeting

Motion: Moved by Richard Beck (Wheatland), seconded by Maureen McGirr (Wapiti) that the minutes be adopted.

Motion carried.

4. Business Arising From the Minutes

None.

5. Trustee Development Presentation – Donna Challis (Director, Lakeland)/Dennis Taylor (Lakeland)

Dennis explained that SLTA was asked to develop professional material for trustees in the province. A committee was formed with the aid of Provincial Library and material developed. The material is being housed on the SLTA website under the Trustee Development section. Donna presented the material to SLTA to 1) make board members aware of the information available, and 2) to demonstrate how trustees can use the information.

The Trustee Development Committee needs to know how SLTA would like them to proceed, with the SLTA members taking the Orientation Training modules back to their regions requesting "what else is needed", and reporting back to Donna Challis by the end of September.

Some of the ideas for implementing the training are:

- 1) Applying for a Capacity Building Grant(s) (this is the same grant SLTA received for their Strategic Plan) and using the funds to take the program to trustees throughout the province;
- 2) Use a train the trainer program (using funds from the Capacity Building Grant) to deliver the training; or
- 3) A pre-conference training day at the 2015 SLA Conference.

It was noted that Nancy Kennedy (Executive Director) is currently searching for a speaker to speak on Parliamentary Procedures and Board Skills as this was an area of need identified by trustees at last year's conference.

6. President's Report – Gerald Kleisinger (RPL)

Gerald reported on a meeting with the Deputy Minister, and two meetings with the Minister. The meeting in June with the Minister went very well. A meeting has been scheduled for September 10 to present the brief to Minister Morgan.

Beginning 2015 the method of preparing the brief and the timing of presenting the brief will change. SLTA members will draft the brief as a group at their February meeting so that a final copy can be presented to the Minister in June. The change is to better accommodate the government's budget planning.

Maureen McGirr (Wapiti) suggested a meeting with the Human Service Caucus. Gerald will investigate the possibility.

Gerald, Nancy Kennedy (Executive Director), and Noah Wernikowski (Communication Consultant) met three times over the summer to prepare the Communications Plan. Noah will present the plan to SLTA members on Saturday.

7. New Business

7.1 SLTA Representation – Dennis Taylor (Lakeland)

Dennis reported that there is some perception that SLTA members aren't getting their message out. It was further clarified that there is somewhat of a disconnect between the brief being written and presented and regions not being given the opportunity to provide input. There is concern regarding presenting a unified message.

Dennis strongly urged each SLTA member to give their board ample opportunity to provide input on the brief. In addition, Dennis suggested that each SLTA member request from their board chair and director that the SLTA President be invited to attend the board chairs and directors meeting. Requests can be forwarded to Brett Waytuck (Provincial Librarian).

Sharon Armstrong (Parkland) discussed a Provincial Municipal Share she prepared for her region.

Motion: Moved by Dennis Taylor (Lakeland), seconded by Donna Hartley (Southeast) that the meeting recess at 9:05 p.m.

Motion carried.

Saturday, September 6, 2014

Call to Order

President Gerald Kleisinger (RPL) reconvened the meeting at 9:10 a.m.

7.2 Minister's Brief

Each SLTA member had an opportunity to discuss and make suggestions regarding the brief. A brief will be prepared, circulated to board members for final approval and presented to the Minister on September 10.

In addition, basic advocacy efforts were discussed noting that messaging must start further back into the community – it has to be ground level base work.

7.3 Promotion Campaign – Noah Wernikowski (Communication Consultant)

President Gerald Kleisinger (RPL) introduced Noah Wernikowski (Communication Consultant) to SLTA members.

Noah gave a brief presentation of the plan to SLTA members. Brett Waytuck (Provincial Librarian) suggested that Provincial Library will be able to assist SLTA with an advocacy tool kit – a tactic of the communications plan – as this falls under the Trustee Development category.

SLTA members will present the Communications Plan to their boards and ask for their approval in principle.

SLTA members were very pleased with the Communications Plan and thanked Noah for his excellent work.

Gerald, Nancy Kennedy (Executive Director) will meet with Noah again September 24/25 in Regina.

8. Reports

8.1 Treasurer's Report (Financial Report) – Donna Hartley (Southeast)

The financial report was presented and discussed.

8.2 Executive Director – Nancy Kennedy

Nancy presented her report and added that she is currently searching for session speakers for the 2015 SLA Conference in Regina.

8.3 System Reports

System reports were presented.

8.4 Provincial Library – Brett Waytuck (Provincial Librarian)

The Provincial Library report was presented. Brett had nothing new to add.

8.5 Multitype Library Board – Richard Beck (Wheatland)

The Multitype Library Board report was presented.

8.6 Senate (U of R)

President Gerald Kleisinger (RPL) reported that there is both an upcoming University of Regina meeting and convocation. Work is continuing on the new residences.

8.7 Senate (U of S)

No report.

Motion: Moved by Dennis Taylor (Lakeland), seconded by Donna Hartley (Southeast) to receive and file the reports as presented.

Motion carried.

9. Correspondence

Correspondence was circulated.

10. Trustee In-Camera Session

None.

11. Next Meeting Date

The next meeting will be held in Regina on February 6 and 7, 2015 at the Doubletree Inn. Nancy Kennedy (Executive Director) will forward more details as they become available.

12. Other Business

Motion: Moved by Richard Beck (Wheatland), seconded by Maureen McGirr (Wapiti) that the SLTA accept and support the Strategic Communications Plan in principle.

Motion carried.

The Communications Plan will be presented along with the brief to the Minister at the meeting on September 10.

13. Adjournment

Motion: Moved by Treasurer Donna Hartley (Southeast) to adjourn the meeting at 1:10 p.m.

Motion carried.

Note: At the end of the meeting Richard Beck (Wheatland) gave members of the SLTA a tour of the Warman facility.