

Public Libraries Interest Group (PLIG)

Meeting Minutes

April 13, 2017

7:00 PM

Surrey Central Library

Welcome and Introductions

Approval of Agenda – agenda approved

Approval of March 2017 meeting minutes – minutes approved

Brief Discussion and Approval of Terms of Reference – the roles and descriptions were discussed and approved unanimously

- Chair / Co-Chair, 2-year term
 - i. Duties include:
 1. Compiling and calling for agenda items for meetings up to a week before meetings and sending updated agenda the day before the meeting
 2. Organizing, booking, and chairing meetings
 3. Relationship building
- Vice-Chair, 2-year term
 - i. Duties include:
 1. Assisting chair or co-chairs with duties
- Secretary, 2-year term
 - i. Duties include:
 1. Recording the minutes of all meetings of the interest group and ensuring the safe custody of the minutes
 2. Sending the draft minutes to the list-serv(s) within a week after the meetings
- Communications Officer, 2-year term
 - i. Duties include:
 1. Managing communications including updating website and posting to social media, if applicable
 2. Posting meeting minutes to website after they have been approved at a regular meeting
- Student Reps, 1-year terms – (UBC, Langara)
 - i. Duties include:
 1. Attending meetings and reporting back to student chapter
 2. Assisting with events.

Election/Approval of Roles – the following were elected to the roles listed:

- Co-Chairs:
 - Meghan Savage
 - Term: April 2016 – April 2018
 - Heidi Schiller

- Term: April 2017 – April 2019
- Vice Chair: Vicky Woo
 - Term: April 2017 – April 2019
- Secretary: Sarah Felkar
 - Term: April 2017 – April 2019
- Communications Officer: Kate Shuttlesworth
 - Term: April 2017 – April 2019
- Student Reps:
 - UBC co-Reps: Sara Ellis and Reba Ouimet
 - Term: April 2017 – April 2018
 - Langara co-Reps: Sara Bercic and Alexandra Farolan

Lib Tech and/or Clerk representation – Deb

Deb reported that many of the clerks and librarian techs she has spoken with are not finding things at the BCLA conference that are useful and/or applicable to them. We discussed ways PLIG can encourage more sessions that are for this group at the next conference. We decided this would be a good issue for a future conference proposal committee to address.

- **Action item: All current PLIG members are encouraged to invite library techs and clerks/assistants to join our group.**

LTAC representation – Meghan will reach out to LTAS to look into ways our groups can work together to increase engagement of non-librarians in the BCLA community.

Strategic Planning Review – Heidi

APPROVED:

Vision: A connected, inclusive, and informed public library community.

Mission: Providing connection, information, and advocacy for BC's public library community.

Values: The BCLA Public Libraries Interest Group holds the same core values of BCLA:

- i. Access and Inclusion
- ii. Intellectual Freedom
- iii. Innovation and Creativity
- iv. Diversity
- v. Literacy and Lifelong Learning
- vi. Accountability

Goals:

1. Engage the public library community
 - Be a platform for discussing and sharing issues, ideas and inspiration concerning public libraries
 - Provide opportunities for community and relationship building
2. Provide opportunities for professional development

3. Increase group capacity
 - Grow active participation in events and meetings
 - Ensure inclusion across the province and across all public library staff positions

Next Steps:

1. This meeting: Begin brainstorming initiatives
2. May: Approve initiatives and create a plan of action

Brainstorming Initiatives Exercise – Heidi

- The following ideas/initiatives/projects were brainstormed during this meeting:
 - Goal 1: Engage the public library community
 - Be a platform for discussing and sharing issues, ideas and inspiration concerning public libraries
 1. Social media engagement and plan, including Instagram, Twitter, Facebook, Wordpress/blog, wikis, digital suggestion box
 2. Research
 3. Host forums in which to discuss Public Library related issues, i.e. “Creative Mornings-style meetups, panels on hot topics, open meetings for public to attend
 - Provide opportunities for community and relationship building
 1. Social events with refreshments, including food, beer and wine
 - Goal 2: Provide opportunities for professional development
 1. Develop mentorship and/or job shadowing opportunities
 2. Conference planning
 3. Information dissemination, including sharing PD opportunities via listserv and social media
 4. Skill building, i.e. technology meetups, guest talks, skills workshops, program jams, webinars, and develop digital badges for Public Library skill sets
 - Goal 3: Increase group capacity
 - Grow active participation in events and meetings
 1. Create member directory with profiles
 2. Roundtable at meetings to share information and news related to public libraries
 3. FOOD
 4. Recruitment plan, including posting signs in staff rooms, cross-posting meetings through school and other listservs, personal recruitment, and recruitment for outside the lower mainland
 - Ensure inclusion across the province and across all public library staff positions
 1. Work toward section status
 2. Continuous group self-reflection on inclusivity

3. Create partnerships and liasions with other BCLA Interest Groups and other groups outside the lower mainland.

Next Meeting – Thursday, May 11, location TBD