

**British Columbia Library Association  
Board Meeting  
Monday, September 13, 2010  
8:45 am**

**Classroom, BC Library Association  
150 – 900 Howe Street, Vancouver, BC**

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**In Attendance:**

Fiona Anderson, Amy Ashmore, Nancy Black, Ken Cooley, Allie Douglas, Sarah Donald, Rebecca Dowson, David Karppinen, Chris Kevlahan, Chris Middlemass, Marjorie Mitchell, Errin Morrison, Diane Nelles, Anne Olsen, Debbie Schachter, Magda Skrypichayko, Adrienne Wass, Alane Wilson

**Guest:**

Stephen Karr, LTAIG

**Regrets:**

Sandra Wong

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**1. Call to Order**

Marjorie Mitchell, BCLA President, called the meeting to order at 8:48 am.

**2. Adoption of Consent Agenda**

The consent agenda contained the following items:

- a. Minutes of June 6, 2010 Board Meeting
- b. Minutes of August 9, 2010 Special Board Meeting
- c. Executive Director's Report
- d. PNLA Report
- e. Partnership Meeting Minutes
- f. Books for BC Babies Campaign
- g. Fund Development Committee Report
- h. Services to People with Print Disabilities Working Group Report
- i. BCLA & PLSB: Background

Alane announced that item 2.e, *Partnership Meeting Minutes*, would be removed from the consent agenda.

***Moved by Ken Cooley, Seconded by Anne Olsen:***

THAT the consent agenda be approved and adopted as presented and amended.

**CARRIED**

### 3. Adoption of Regular Agenda

Alane announced that a new item, *BCLA Signing Authority*, would be added to the regular agenda as item 5.d.

***Moved by Chris Middlemass, Seconded by Chris Kevlahan:***

THAT the regular agenda be approved as presented and amended.

**CARRIED**

### 4. Business Arising

#### *a. Task Force on Strategic Sustainability*

Marjorie Mitchell reported on the work conducted by the task force on strategic sustainability. Material had been reviewed over the summer and the members met via teleconference in the last week. Communication will take place with the membership and broader community and the fund development will be asked to determine whether separate bodies for administration and advocacy might be necessary to comply with Canada Revenue Agency rules.

#### *b. Web Presence Committee Report*

Board members Dianne Nelles and Adrienne Wass have met to discuss BCLA's online presence with a view toward making improvements. Board discussion focused on whether to hire a professional experience student or a co-op student to work on any or all of the project phases. The former would be a student engaged in credit-based activity toward MLIS degree completion at SLAIS, while the latter would require funding to pay the student. It was agreed to engage a professional experience student and constitute a working group to consider the matter further, including the drafting of a job description for the student work. It was also agreed that the working group may consist of members external to BCLA and its membership. At the November 22 meeting, the working group will report back on a timeframe for its work and the delivery of recommendations.

***Moved by Debbie Schachter, Seconded by Ken Cooley:***

THAT BCLA enter into discussions with SLAIS to hire a Professional Experience student to work on the BCLA online presence.

**CARRIED**

*c. Member Rates for PNLA Attendees to BCLC*

As a founding member of the Pacific Northwest Library Association (PNLA) and to support its commitment to the organization, BCLA is being asked to allow PNLA members to register for the annual BCLA conference at member rates.

***Moved by Adrienne Wass, Seconded by Anne Olsen:***

THAT for the 2011 BCLC conference, BCLA offer PNLA members the BCLA member rate to register and attend the BCLC conference.

**CARRIED**

*d. Finance Committee Report*

Chris Middlemass provided the report, which includes budget figures to June 30, 2010, the first six months of the fiscal year. Overall revenues and expenditures are tracking according to plan, although some conference items have not been finalized. Planning for the next budget will begin in October. Items that may impact the next budget include the transfer of database funding to the BC Libraries Cooperative, the increase in membership dues and the specifics of PLSB funding. Chris also noted that the staffing changes involved in hiring Errin Morrison and maintaining Alane Wilson as conference director have no impact on the budget.

***Moved by Chris Middlemass, Seconded by Adrienne Wass:***

THAT the Finance Committee report be accepted as presented.

**CARRIED**

**5. New Business**

*a. LTAIG Mentoring Program*

Stephen Karr attended the meeting to speak to this item on behalf of LTAIG, the Library Technicians and Assistants Interest Group. LTAIG reactivated its mentoring program and the first intake took place in May. The Board was asked to sanction the mentoring program and make it available to the entire association. It was noted that the mentoring program at UBC SLAIS would not continue this year. It was decided to refer the mentoring program item to the Continuing Education Committee for further consideration.

***Moved by Diane Nelles, Seconded by Chris Middlemass:***

THAT the Board sanction the current LTAIG mentoring program as it currently exists.

***Moved by Chris Kevlahan, Seconded by Anne Olsen:***

THAT the BCLA Continuing Education Committee develop a proposal for the expansion of the LTAIG mentoring program to the broader BCLA membership.

*b. Draft BCLA Sponsorship Policy*

Debbie Schachter spoke to this item. The policy is intended to define criteria under which sponsorships for the activities of BCLA may be accepted or declined. The Executive Director would have authority to consider sponsorships in amounts less than \$5,000, while all higher amounts would go to the Board for approval. In discussion it was agreed to specify that the sponsorships are for all circumstances outside the conference sponsorships, which would be continue to be determined by the Executive Director. In addition, Ken and Errin would both work to review the conflict of interest policy, which will come to the next Board meeting for discussion.

***Moved by Adrienne Wass, Seconded by Christopher Kevlahan:***

THAT the Board endorse the draft BCLA sponsorship policy as amended.

The Board thanked Christina de Castell and the Fund Development Committee for their work on this item.

*c. BCLA Submission – Select Standing Committee on Finance*

The public consultation to next year's budget process is open until October 15. Alane and Errin will draft a submission, which will be shared with the Board before it is submitted through the President.

*d. BCLA Signing Authority*

***Moved by Chris Middlemass, Seconded by Debbie Schachter:***

THAT Errin Morrison be made an authorized signatory, as Executive Director of BCLA, effective October 1, 2010.

**CARRIED**

**6. Next meeting**

The next meeting will be held via teleconference on the morning of November 22.

**7. Adjournment**

***Upon motion duly made and seconded:***

THAT the meeting be adjourned.

**CARRIED**

The meeting was adjourned at 11:51 am.