



British Columbia Library Association
Minutes of the meeting of the Board

Friday, April 17th 2015
BCLA Boardroom: 900 Howe Street
Teleconference: 1-888-289-4573. Access Code, 7643445

Present: Gwen Bird, Annette DeFaveri, Caroline Daniels, Heather Buzzell, Ursula Brigl, Margot Schiller, Sarah Felkar, Roën Janyk, Ashley Van Dijk, Angela Fleming, Anna Ferri, Leanna Jantzi, Amanda Geoffroy.

Regrets: Kaylea Prime, Stephanie Kripps, Allie Douglas, Daphne Wood, Heidi Schiller, Shirley Lew, Dane Praed,

1. Call to Order (Heather Buzzell)

Heather called the meeting to order at 9:04 a.m.

2. Adoption of Regular Agenda (Heather Buzzell)

Heather noted the need for an additional Agenda item under New Business. Item "a" will now be "Moving funds from the General Reserve to cover new costs for bookkeeping software updates."

MOVED by Ursula, SECONDED by Angela, THAT Item 5a be added to the regular Agenda.

CARRIED

3. Opening Remarks (Heather Buzzell)

Heather welcomed Amanda Geoffroy the new UFV student Rep and said good-bye to Angela Fleming who has served on the Board as the UFV Rep for the past two years.

In Camera

4. Discussion regarding the new Auditors and their suggestions for fiscal management, and the draft Auditor Statement being prepared for the AGM by David Steele and Company.

MOVED by Ursula, SECONDED by Sarah that an internally restricted Special Projects Fund is established using \$28,674 from the Total Deferred Revenue line of the financial statement. This funding is to support new initiatives and one time projects in alignment with the Strategic Plan.

New Business

5 a. Moving funds from the General Reserve to cover new costs for bookkeeping software updates.



Ursula discussed the situation regarding the upgrade of the bookkeeping software. The upgrade is necessary in order to continue to have the software supported. The upgrade will cost approximately \$3000. At this point, and for the same amount of money, we are able to move the software to the Cloud and thus have two points for viewing the books: at the Bookkeeper's location and at the BCLA office. This is a valuable transition for the Association as it develops a better understanding of the financials for staff and means quick access to financial information for the ED.

MOVED by Ursula, SECONDED by Caroline that \$3000 be transferred from the General Reserve to the Operating Budget to cover the cost of the bookkeeping upgrade.

CARRIED

5b BCLA Resolutions from the Board

Two potential resolutions were discussed. To increase membership fees and to adjust item 6.1a of the Bylaws to formally allow for the electronic nomination of Board members.

Ursula noted that its been 5 years since a membership fee increase and the amounts proposed are less than the cumulative cost of living increases and don't keep up with inflation. This is a modest increase and the proposal only suggests that it be applied to the highest income earners. Several models were discussed. The addition of a new category for institutional membership fees was discussed as well.
Final proposal:

Individual:

Salary between \$45,000 and \$59,000 from \$100.00 to \$110.00
Salary between \$60,000 and \$74,999 from \$120.00 to \$130,000 per year
Salary between \$75,000 and \$89,999 from \$140.00 to \$160.00 per year
Salary exceeds \$90,000 from \$160,000 to \$\$180,000

Institutional:

Annual Operating Budget between \$100,000 and \$999,999 from \$135.00 to \$150.00
Annual Operating Budget between \$1,000,000 and \$4,999,999 from \$200.00 to \$250.00
Annual Operating Budget between \$5,000,000 and \$9,999,999 from \$250.00 to \$300.00
Annual Operating Budget over \$10,000,000 set at \$350.00

MOVED by Ursula, SECONDED by Sarah that the Board propose a Resolution at the 2015 AGM that includes (above noted) changes in the Membership fees.

CARRIED

Ursula discussed By-law 6.1 and proposed changed meant to allow for the electronic nomination of BCLA Board Members.

The purpose of the change is meant to ease and more precisely articulate the process for nominating Board Members. Currently the office receives more questions about how to



attach signatures for nominations than any other question concerning Board nominations. The intention of this change is to more clearly allow a single nominator to add supporting members' names to the nomination form without getting a form signed in person and then scanning and sending to the office. Once the office receives the electronic form the information is verified. If names, rather than signatures are required the nominating form can be an online link, thus significantly simplifying the nomination process. Online Fluid Survey forms are used extensively by the office and this change will help with the office work as well as improving the process for Board nominations.

Current articulation:

6.1 There shall be a Nominating Committee, appointed by the Board of Directors, and chaired by the Past President, whose duties shall be:

- a) To prepare a suggested slate of Officers and Directors, to distribute it to the members at least one (1) month before the Annual General Meeting, and at the same time to call for further nominations. Each such further nomination shall be signed by three (3) members and be accompanied by the written consent of the nominee. Each such further nomination must be in the hands of the Nominating Committee three (3) weeks before the date of the Annual General Meeting. Nominations will not be accepted from the floor. Each nominee shall be a personal member in good standing of the Association.
- b) If there is more than one nomination for an office, to prepare a ballot which shall be sent to each member at least two (2) weeks before the Annual General Meeting.
- c) To take charge of the conduct of all elections and counting and tabulation of all votes cast. A tied vote shall be decided by the Chairperson of the Nominating Committee.
- d) To report the result of the election to the membership at the Annual General Meeting of the Association

Proposed Change:

6.1 a

- e) To prepare a suggested slate of Officers and Directors, to distribute it to the members at least one (1) month before the Annual General Meeting, and at the same time to call for further nominations. Each such further nomination shall be SUPPORTED by three (3) LISTED members and be accompanied by the written consent of the nominee.....

MOVED by Ursula, SECONDED by Caroline that the Board propose a Resolution at the 2015 AGM to make the above changes to item 6.1a of the Bylaws.

CARRIED.

6. Board Nomination for the Keith Sacre Award.

The Board discussed and agreed upon a candidate.



MOVED by Caroline, SECONDED by Gwen to nominate decided candidate for the Keith Sacre Award

7. New Business

a) President's Report (Heather)

Heather discussed the volume of correspondence and noted that it's been a very busy period these past few months. For the record she thanked the Provincial Government for their ongoing support of BCLA, of Summer Reading Club, for the BCLC Conference and for new funding for research in to professional development for the library sector.

b) Executive Director's Report (Annette)

Annette noted that conference registration at the end of the Early Bird Registration period was at almost 400. This is a signal for high registration overall. The conference hotel is also close to being sold out. Interestingly selling all the booths at the Trade show has been a lot of work this year. Some years we have a waiting list but this year we might even be short one exhibitor. Not sure if this is an anomaly or a trend.

The CLA Working Group meets in Toronto next week for two days. Annette will attend with Board feedback and thoughts for future directions. Questions from members about financial implications and governance implications of a new federated model. Will know more after additional discussions.

Board discussion: The new CLA should not affect the mandate, work (including conference) or autonomy of BCLA. CLA's proposed idea, to advocate nationally and to do research for national advocacy would be supported but after that many concerns focused on CLA adopting too broad a mandate and developing a corresponding financial plan that places a burden on Provincial Associations.

c) Browser Report (Leanna)

The Browser Board is currently working through many of the proposed changes that the Board has discussed in previous meetings. An editorial board and editorial team have been created. Three Co-editors. Currently the publication is on hiatus as the group work on the restructuring including a Terms of Reference, Readership Survey (done and results analysed) Change of platform, inaugural publication (August 2015 is the goal) and contest to rename the publication. Also underway is a content review. Expect a new, fresh and vibrant publication to emerge from these changes.

Consent Agenda.

- a) Allocation Letter: SRC and Operating Grant
- b) Allocation Letter: Professional Learning Assessment Project
- c) Allocation Letter: Conference Sponsorship
- d) Thank you letter: Bev Shaw (Acting Provincial Librarian)
- e) Report to Funder: Ministry of Education

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- f) Report to Funder: RBC
- g) Thank You letter: RBC
- h) Draft Letter to the Honourable James Moore
- i) Letter to the Honourable Daryl Kramp
- j) Letter to Canadian Library Association re: Working Group
- k) Invitation to BC Library Directors
- l) BC Book Day Invitation

MOVED by Sarah, SECONDED by Ursula, THAT the Consent Agenda be adopted.

CARRIED

10. Closing Remarks (Heather Buzzell)

This is our last Board meeting until the AGM on Saturday May 23rd at the Sheraton Vancouver Airport Hotel. We begin check in for the AGM at 8:30 and the meeting begins at 9 am. We expect the meeting to last about an hour and a half. BCLA will present awards as will several of our SCIGS including the YAACS Award, the ALS Award, as well as the SRC Story Award. The New BCLA Board will be introduced at the AGM, and resolutions are introduced and voted on by Members.

The AGM is our most important Board Meeting of the year and I hope you will all be there! After the AGM Annette is arranging a Brunch for those of you who can stay so we have a chance for outgoing, current and incoming Board members to meet each other in an informal environment. This is a great chance to say good-bye to members who are leaving the Board and to welcome members who are joining the Board!

8. Adjournment

There being no further business, Heather adjourned the meeting at 11:00 a.m.

For those continuing on the Board the next meeting after the AGM is scheduled for Thursday July 16th at 9:30am in the BCLA Board room!