

BCLA Board of Directors Meeting

Friday, April 3, 2009

1pm to 4pm

via Teleconference.

Present: K. Cooley; D. Thomas; L. Jordon; C. Middlemass; A. Wilson; H. Compeau; N. Fouquette; S. Wong; O. Ma; S. Meunier; A. Douglas; S. Hall; J. Milstead; V. Donoghue; H. Scoular; K. Hudson; C. de Castell; D. Schacter

Regrets: C. Kevlahan.

Guest: D. Evans

MOTION : That the Board approve consent agenda items 3.a to 3.n, with the following changes:

item 3.o, Constitution and Bylaws, removed to regular agenda; and

item 3.c Executive Director's report not received .

H. Scoular. Seconded by C. de Castell. No opposition. Carried.

Additional items under regular agenda:

5a) PLSB Submission regarding Library Act

5b) Chair of Continuing Education appointment

Motion: to adopt regular agenda as amended with addition of items 5a) and 5b).

S. Hall. Seconded by D. Thomas. No opposition. Carried.

3. o Constitution and Bylaws: Some of the corrections C. de Castell requested in April 1st emails have been made already. Bylaws dated March 27 reflect those changes. The Board recommended the following further changes:

Statement of Purpose: D. Thomas: "To promote and foster the role of libraries..." should be changed to "To promote and foster the role of libraries and library workers..." C. de Castell: word "personnell" existed in previous wording but was removed due to being dated. "Library workers" is appropriate.

Section 3.4: C. de Castell: "Personal members in good standing may hold office." This means that students and honorary and commercial members may not hold office, since definitions of members in section 2.1 have changed. Is this intentional? K. Cooley: the intention is to ensure a certain level of stability and consistency in members holding

office. C. de Castell: this makes sense, just want clarification that this is intentional. L. Jordon: Yes, it is.

Section 3.8 and 15.7d: wording referring to “goals, objectives and reasons,” should be changed to “purposes of the Association.”

Section 7.3: D. Thomas: two sections numbered 7.2 and two sections numbered 7.3 exist!

1st of 2 sections 7.3: D. Thomas: The President should be required to be ex-officio on every committee. L. Jordon: there are logistical problems with that suggestion. The Executive Director’s role as ex-officio allows the President to be informed of what is going on at committee level.

Section 7.3: The wording around Ex-Officio roles should appear in a separate section:

“The President and the Executive Director shall be members ex-officio of every committee of the Association.”

The Board recommended creating a separate clause for direction around filing oversight.

Section 11.4: D. Thomas: wording refers to “Board Members,” but everywhere else refers to “Directors.” A. Wilson: This is because of the language describing who the Board is comprised of. The word “Director” refers to specific Board roles. Section 11 refers to everyone on the Board, so “members” is appropriate.

Section 12.3: Amend wording to, “Single expenditures up to and including \$1000.00...” and “The Executive Director may authorize individual expenditures up to \$5000.00.”

Section 15.1: Use of Seal: should be section 16

Section 15.4: Wording has been struck out under interest groups: “and other BCLA Committees.” Why is that? A. Wilson, L. Jordon, K. Cooley: removing that phrase removes some redundancy – it is assumed that Interest Groups can communicate with one another. The phrasing that is important is the direction to report to the BCLA Board of Directors. A. Wilson: it also appeared that Interest Groups were being singled out as required to liaise with other committees.

4. a TILMA Report: D. Thomas: referred Board to full report in *the Browser*. It is uncertain if, although likely that libraries are covered by TILMA. The task force is concerned that there is no mention of us in TILMA or in AIT (Agreement on Internal Trade). Letters requesting clarification have been sent to the government. A. Wilson: what are the recommendations, given that there are two differing opinions offered us regarding TILMA coverage? D. Thomas: we can state our position as wanting exemption; the

better option is to seek assurance from a minister (Ida Chong) about whether libraries are or are not covered. Being lumped in with municipalities makes the library position unclear. Most public library boards and associations are assuming that TILMA is applicable to them, since we have been included, traditionally, under the MASH umbrella.

4. b Election Act: D. Evans, FIPA: FIPA came late to the issue of restriction of advertising language in Election Act. The Act is really talking about communication. The BC Elections Act restricts organizations from commenting during elections. Anyone commenting on political issues publicly during the 28 days before an election is an election advertiser, unless they are commenting through a few narrow methods such as letters to the editor in a newspaper. To make any commentary, an organization must be registered as an election advertiser. Groups are concerned and confused; they are unsure what they can and cannot say in public. Previously, any advertising and commentary under \$5000 was ignored; this wording was removed from the Election Act, which effectively chills small voices. Result is that in effect, organizations need a license to speak freely during election campaign periods. FIPA would like to request that BCLA sign on to support the campaign to change this, if it is politically acceptable, and that BCLA make a financial contribution to the campaign if possible. D. Thomas: the Information Policy Committee is trying to craft a resolution around this issue for our AGM.

K. Cooley: what costs are expected around this campaign? D. Evans: the campaign organizer is the biggest expense, websites and printed materials also cost. The campaign budget is open for viewing.

Motion: That the BCLA contribute funds (amount to be determined later) to the FIPA Free to Speak campaign to reform the BC Election Act.

D. Thomas. Seconded by K. Cooley. No Opposition. Carried.

Discussion: S. Hall: stated that she is in favour of contribution, but that BCLA cannot be too lavish; we are facing a difficult year. We could use funds from the Future FOCUS Publication Costs item.

Motion: To remove the Future FOCUS Publication Costs line item from the 2009 Budget; and to move those funds into Unallocated Funds.

S. Hall. Seconded by C. de Castell. No Opposition. Carried.

Discussion: How much should BCLA contribute?

Motion: That the BCLA contribute \$1000.00 from Unallocated Funds to the FIPA Free to Speak Campaign.

S. Hall. Seconded by C. de Castell. No Opposition. Carried.

Discussion: The Lois Bewley Intellectual Freedom Fund was considered as a source of funding for this campaign, with consideration also given to either referring FIPA to apply to the fund, or having the Board forward their request directly. However, the wording from the Fund's Terms of Reference precluded its use for the purpose of supporting the FIPA campaign. D. Thomas indicated that she will revisit this wording with the fund's administrators, as this campaign seems like a good fit for their funding.

4. c Audited Budget: S. Hall: the Board reviewed the 2008 budget statement. 2008 finished slightly worse than expected in January 2009; the numbers reflect the true IFLA losses, and 2008 Conference costs were high (venue and related costs were more), although registrations were good. As well, we lost revenue from interest sources. We made more from the Vancouver Foundation than we thought, but that is expected to change for the worse in 2009 and so has been budgeted much more conservatively. We are budgeting overall for a 10% growth in both revenues and expenditures. Recruitment and Executive expenses were higher due to search for new Executive Director, and to having both President and Vice President travelling from Vancouver Island. New office furniture, and multiple years of website costs billed in 2008 were 2 other large and unexpected costs in 2008. 2009's strategic planning must address the Association's financial picture, which is not expected to improve. Next year may be a difficult year; the Board should look for new revenue streams for the Association.

D. Thomas: Bank costs have increased. Why is that? A. Douglas: the majority of the increase is because of credit card handling costs levied to all organizations and businesses handling credit card transactions.

Explanation of Vancouver Foundation: C. de Castell: We will definitely not be receiving any Vancouver Foundation money this year. In fall 2008, we received a special grant. We have an endowment fund managed by the Vancouver Foundation, from which we usually get annual income. Last year the fund lost money and funds were distributed from past earnings. For 2009, the Foundation will have to draw from capital to disburse funds, as they have distributed all funds from past earning. We were given a choice of taking a 50% distribution from our capital, or not; we chose not, as it would affect future earnings, and because we want to protect our capital. The Association's 2009 budget will not include revenue from any funds from the Vancouver Foundation.

A. Wilson: it would make sense to create a new version of the 2009 budget to account for loss of Vancouver Foundation funding, and to include more solid conference numbers. S. Hall and C. de Castell: we should not change the actual budget, but R. Avigdor may create a projection; the budget lines will show the changes.

4. d PLSB Submission re: Libraries Act: L. Jordon: Circulated an earlier version to D. Thomas, D.Schacter, A. Wilson, and K. Cooley, members of the Task group. The Task

Group met with J. Van Dyk, and in this meeting, other suggestions for changes to the submission were made. The submission will go back out to task group members for a final review before it is sent. The submission will be dated as of March 2nd 2009. L. Jordon asked if other Board members besides task group would like to review the document; hearing no response, she will send it to task group members only for review.

5. New Business:

a) Conference Costs: A. Wilson: Conference registration is so high that the Conference Planning Committee is concerned about capacity. This is very good news. The exhibits are sold out. Sponsorship and advertising is up from 2008, slightly; in 2008, advertising was \$28,000, and in 2009 it is \$32,000. The projection is soft, but will not be less than provided in the report. In the past, cost control has not been optimal, and accountability has not been expected; C. Middlemass and A. Wilson have only recently seen the information presented here. A. Wilson's expectation is that in future information about projected expenditures and revenue will be made clear in a detailed report to the Board well before conference. A. Wilson would like to see a greater spread between expenses and revenue. The amount spent on food is particularly high; approximately \$110.00 per conference attendee is spent currently, and this year's practise is to waive the day's registration for conference speakers. The Conference manual needs to be updated to reflect current and desired practice; this will be a summer 2009 project.

K. Cooley: Is the food significantly different than in previous years? C. de Castell: prices have increased over the last 4 years. Approximate amounts: 2005: \$37,000; 2006: \$32,000; 2007: \$48,000. 2009's projected expenditure for food is \$73,000. C. de Castell, A. Wilson, and C. Middlemass will meet with Social Events coordinators to reduce food amount, as it has grown to an unmanageable amount given our current financial picture. C. de Castell will report results of that meeting and revised food amount to the Board. D. Thomas: negotiating discount coupons with local restaurants might be worth pursuing for future conferences, to provide a food break to conference attendees while supporting local business.

5. b CE Chair Appointment: H. Scoular: H. Scoular is stepping down from the position of Continuing Education Chair. She thanked the Board for their support and said that she has enjoyed her experience as CE Chair. H. Scoular reported that Allison Richardson from Kwantlen University is willing to stand for appointment to the position of CE Chair in her place.

Motion: that the Board approve the appointment of A. Richardson to position of CE Chair.

H. Scoular. Seconded by O. Ma. No Opposition. Carried.

6. Thanks and Next Meeting: L. Jordon: Thanks to the Board; it has been a pleasure to work with you all. L. Jordon thanked everyone for their support; BCLA has accomplished some big pieces this year! Special thanks to A. Wilson and A. Douglas.

K. Hudson: Rowan Janyk has been elected as SLAIS Representative for next year. This is K. Hudson's last meeting.

J. Milstead: J. Milstead will graduate this year, and so will no longer continue as UFV Library and Information Technology student rep. A. Wilson to work with UFV and Langara Library Technician program heads to identify new student representatives for those programs.

Next meeting:

Monday, September 14 2009.

7. Adjournment:

S. Hall.

Carried.