

**British Columbia Library Association  
Board Meeting  
Monday, November 29, 2010  
10:30 am**

**Teleconference**

---

**In Attendance:**

Fiona Anderson, Amy Ashmore, Nancy Black, Ken Cooley, Allie Douglas, Sarah Donald, Rebecca Dowson, David Karppinen, Chris Kevlahan, Marjorie Mitchell, Errin Morrison, Debbie Schachter, Magda Skrypichayko, Sandra Wong

**Guests:**

Christina de Castell (4a, 4b, 4h), Dave Obee, Jacqueline van Dyk (5b)

**Regrets:**

Chris Middlemass, Diane Nelles, Anne Olsen, Adrienne Wass

---

**1. Call to Order and Introductions**

Marjorie Mitchell, BCLA President, called the meeting to order at 10:40 am.

**2. Adoption of Consent Agenda**

The consent agenda contained the following items:

- a. *Minutes of September 13, 2010 Board Meeting*
- b. *President's Report*
- c. *Executive Director's Report*
- d. *Editor's Report*
- e. *YAACS Report*
- f. *ALPS Report*
- g. *Fund Development Committee Report*
- h. *Library Technicians and Assistants Interest Group*
- i. *Services for People with Print Disabilities Working Group Report*
- j. *Summary of Minister Meetings – MacDiarmid and Gorman*
- k. *Summary of Receptions – UBCM and SLAIS*
- l. *BCLA Job Policy Update*
- m. *Correspondence*
  - i. *Letter from Interlink AAG*
  - ii. *Letter from FVRL*
  - iii. *Letter to FVRL*
  - iv. *Letter to Minister Abbott*
  - v. *Letter to CLA*
  - vi. *Letter from LTAIG*

---

It was requested that item #2.g, *Fund Development Committee Report*, be removed from the consent agenda and added to the regular agenda as items 4.h.

***Moved by Nancy Black, Seconded by Chris Kevlahan:***

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

**CARRIED**

### **3. Adoption of Regular Agenda**

A new item, *Fund Development Committee Report*, was added to the regular agenda as item #4h.

***Moved by Debbie Schachter, Seconded by Nancy Black:***

THAT the regular agenda be approved as presented and amended.

**CARRIED**

### **4. Business Arising**

#### *a. Treasurer's Report*

Debbie Schachter provided the report and referenced the schedules distributed as part of the agenda package.

#### *i. 2011 Draft Budget*

Debbie reported that the anticipated deficit of \$36,000 in 2010 would in fact be a surplus of \$11,000. This is due mostly to the ongoing revenue to BCLA from database licensing which has not yet been transferred to the BC Libraries Cooperative. The move will take place in April 2011.

Debbie reviewed significant expenditures and revenues and announced expected revenues of \$358,000 in 2011 with anticipated expenditures of \$393,850. This will result in a deficit of \$35,850, which will be covered by a transfer from unallocated funds.

Debbie requested that \$3,000 be transferred this year to cover obligations for the Sheila Egoff Award in 2010.

***Moved by Chris Kevlahan, Seconded by Ken Cooley:***

THAT \$3,000 be transferred from the current budget to cover obligations for the Sheila Egoff Award in 2010.

**CARRIED**

---

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

THAT the draft 2011 BCLA budget be approved as presented minus the \$3,000 that will be transferred to the Sheila Egoff Award in 2010.

**CARRIED**

*ii. 2011 Draft Conference Budget*

The draft conference budget distributed to Board members provides more detail and includes detail on revenues and expenditures. Conference revenues are estimated to be \$160,000 with expenses of \$145,000. The anticipated surplus is expected to be \$15,000.

***Moved by Debbie Schachter, Seconded by Nancy Black:***

THAT the Board approve the 2011 BC Libraries Conference budget as presented.

**CARRIED**

*b. Task Force on Strategic Sustainability Report*

Marjorie Mitchell reported that no bylaw changes are expected at the annual AGM in Victoria in 2011.

*c. Web Presence Committee Report*

Maria Lebow, a SLAIS student, has been selected to complete a Professional Experience project for BCLA to redesign the association's website. Maria will work with Jeff Conatser within the parameters of the project plan submitted.

Nancy Black and Ken Cooley volunteered to sit on the Website Redesign Working Group. Other members will be recruited from the overall BCLA membership.

***Moved by Nancy Black, Seconded by Ken Cooley:***

THAT a Website Redesign Working Group be struck to work through 2011.

**CARRIED**

*d. Conference Planning Committee Report*

The report was provided for information only. No action was required.

*e. BCLA & PLSB: Background*

A report to Board members was submitted on the topic of the relationship between BCLA and PLSB.

*f. BCLA Merit Award for Advocacy or Marketing*

A proposal was put forward to present a third merit award for advocacy or marketing at the 2011 BC Libraries conference in Victoria. The award will be in the form of a plaque, similar to the other merit awards presented.

***Moved by Ken Cooley, Seconded by Chris Kevlahan:***

THAT a new BCLA award be granted for excellence in advocacy and marketing.

**CARRIED**

*g. BCLA Conflict of Interest Policy*

This item arose out of the September 2010 Board meeting, when it was suggested that the Conflict of Interest policy be reviewed. Ken Cooley and Errin Morrison felt that no revisions will be necessary, as a disclosure mechanism is already in place. In discussion Board members agreed with Ken's and Errin's suggestion. Errin agreed to ensure that Board members are reminded of the policy each year.

*h. Fund Development Committee Report*

Christina de Castell joined the meeting as a guest for discussion of this item. The work of the Fund Development committee led to the introduction of the following five motions for Board approval.

***Moved by Nancy Black, Seconded by Ken Cooley:***

THAT the BC Libraries Conference policy be amended to require that solo sponsors cover at least 50% of the costs of an event.

**CARRIED**

***Moved by Debbie Schachter, Seconded by Nancy Black:***

THAT table sponsorship be offered for the 2011 anniversary gala, with sponsor coordinating invitations.

**CARRIED**

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

THAT 5-10% of sponsorship revenue be used to cover the costs of recognizing sponsors.

**CARRIED**

---

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

THAT fundraising be initiated for all awards that have less than five years of funding available.

**CARRIED**

***Moved by Nancy Black, Seconded by Ken Cooley:***

THAT advertising be allowed in the BCLA Browser.

**CARRIED**

## **5. New Business**

### ***a. HLABC – BCLA Reciprocal Event Attendance***

BCLA and the Health Libraries Association of BC created a reciprocal event attendance policy three years ago. The agreement, which expires in December, allows members of each organization to attend events at member rates. It was confirmed that there will be no financial impact to BCLA in continuing this policy.

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

THAT BCLA renew its reciprocal event arrangement with HLABC for a three-year period expiring December 2013.

**CARRIED**

### ***b. BC Library History Project***

Dave Obee of the Victoria Times-Colonist and Jacqueline van Dyk joined the meeting for discussion of this item. Dave Obee summarized his book project on the history of libraries in BC. 4,000 copies of the book will be printed in 2011 and the book's release is timed to coincide with the 100<sup>th</sup> anniversary of the creation of BCLA. Jacqueline explained PLSB's role in the creation of the book, which includes covering all production and printing costs. Dave Obee and Jacqueline left the teleconference at this point. PLSB has asked that BCLA become publisher of this book and Errin confirmed that there will be no financial burden on the association if the Board approves this. BCLA will also earn all profits from the sale of the book.

### ***c. People's Law School Evening Meeting Policy***

BCLA and the Peoples Law School have had an arrangement whereby BCLA sections, committees and interest groups could utilize the space in evenings for meetings. Peoples Law School will now allow after hours meetings only in the event that BCLA staff remain on duty during the meeting. This is not always

feasible due to overtime costs and scheduling difficulties, so sections, committees and interest groups will be encouraged to meet elsewhere or via teleconference.

**6. Next Meeting**

The next BCLA meeting will be held via teleconference in January on a date to be determined later.

**7. Adjournment**

The meeting was adjourned at 12:47 pm.