



BCLA Board Meeting  
Thursday January 21<sup>st</sup>, 2016  
Boardroom, 900 Howe Street, 9:30 a.m. – 11:30 a.m.

## MINUTES

**Chair:** Caroline Daniels

**Present:** Tim McMillan, Annette DeFaveri, Arthur Krumins, Cara Pryor, Sarah Felkar, Dawn Ibey, Lin Brander, Roën Janyk, Daphne Wood, Jon Scop, Leanna Jantzi, Ashley Van Dijk, Sarah Sutherland

**Regrets:** Heather Buzzell, Margo Schiller, Erin Fields, Myles Wolfe, Amanda Geofroy

**Minutes:** Stephanie Kripps

### 1. Call to Order (Caroline Daniels)

Caroline called the meeting to order at 9:32 a.m.

### 2. Adoption of the Regular Agenda (Caroline Daniels)

MOVED by Caroline, SECONDED by Sarah Felkar that the regular agenda be adopted as presented.

### 3. Welcoming Remarks and Introductions (Caroline Daniels)

Caroline welcomed Tim McMillan who is assuming the role of editor of *Perspectives*, taking over from Leanna Jantzi. Caroline thanked Leanna for all her years of work on the former BCLA *Browser* and for transforming it into *Perspectives*, which now has a more mature, journalistic tone; under Leanna's leadership it has grown and evolved into a vehicle suitable for showcasing what BCLA has achieved as an organization.

Tim expressed both his enthusiasm for his new role, and acknowledgement that Leanna will be a hard act to follow. Tim indicated that plans are in place to liaise with Leanna and the existing editorial board, to ensure smooth transition and continuity.

### 4. Verbal reports

#### a. President's Report (Caroline Daniels)

Caroline remarked that she is now learning a great deal she didn't know about public libraries, given that her own experience and background is in academic libraries. She commented on changes at provincial level: compared to the past three years, there is far more stability of Ministry of Education staff. The Ministry is now engaged in its own strategic planning. More information should be available at about the time of the BC Library Conference.

The Deputy Minister has now scheduled the follow up meeting that was mentioned at the UBCM meetings in the fall, and Caroline is hopeful that this will result in some concrete plans.

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The meeting will be on March 1<sup>st</sup> and Caroline can report highlights to the Board at its meeting on March 3<sup>rd</sup>.

Provincial Digital Library discussion report from the November 4<sup>th</sup> meeting is soon to be released (early Feb). This meeting had included 35 stakeholders; the next one, on May 10<sup>th</sup>, is expected to include many sectors: libraries, museums, archives, government, cooperatives and post-secondary education. In order to have broad awareness and support of the initiative and its direction, it is important to “keep socializing the ideas.”

**b. Professional Development Institute (Sarah Felkar)**

Sarah reported that the PDI has had a productive few months. They have finalized Mission and Values statements for the group, as well as drafting some ideas for pre-conference offerings for 2016. The text of Sarah’s report follows:

***Mission:***

*BCLA’s Professional Development Institute supports a culture of learning in the library community through diverse learning pathways and developing professional skills, knowledge, and abilities.*

***Vision:***

*A strong library community built on continuous exploration and learning.*

*The first offerings of the PDI will be preconference sessions. It looks like there will be 3 topics, 2 half day and one full day. Registration and other matters will be handled separately from the conference registration.*

*For the near future (next couple of years) it is likely that we will have offerings pre-conference and in the fall. Pre-conference topics will be aimed at topics of interest to those who come down south for the conference and might not be able to make other opportunities (rural). The fall sessions will likely be focused more on topics of interest to urban communities.*

*I’d like to thank the committee for all their work so far - Sarah Sutherland, Erin Fields, Anne Olsen, Kevin Stranack, and of course Annette. Working with people with such passion and interest in professional development is inspiring.*

**c. Perspectives (Leanna Jantzi)**

Leanna reported that transition of the editorial team is well underway; she is thrilled with Tim McMillan, Cassie McFadden and Leah Payne as a team. Tim has a background in marketing, as does Leah; Cassie is a recent SLAIS grad with a background in journalism. Thus the team is strong in both writing and marketing skills.



Tim's role will encompass more of the administrative, big picture aspects while Cassie and Leah will ensure the calendar is adhered to, that stories are moved through the editorial and publication process in a timely manner. Leah and Cassie will manage the platform and last minute copy editing.

The transition and knowledge transfer should be smooth, as there will be regular conversations and shadowing. For further continuity, Cara Pryor and Heidi Schiller will continue to provide support. New individuals will be joining the team in the spring. Leanna finished her report by reminding the Board members that *Perspectives* wants stories; contact Tim with any submission ideas.

**d. Executive Director's Report (Annette DeFaveri).**

CLA update. At the upcoming OLA conference, CLA will be convening to vote on accepting the proposal in the working paper. In order for CLA to transition, it must first completely dissolve, then re-invent itself. Immediate steps to take are in place, if the motion is carried. Potentially the current working group would act as interim board until there is a Board for the new federation.

Current CLA staff has no guarantees for re-employment, and are already aware of the situation. A new elected Board, once in place, hires the Executive Director who in turn sets new direction with the Board to make changes as they see fit. They may choose to hire back some of the previous and experienced staff members, or they may decide on a completely fresh start.

Annette added to Caroline's comments about meeting with the deputy Ministry of Education: the Ministry is interested in strategic planning, but their process is tied to upcoming election, and so timeline will be very tight. Consultation may be challenging due to pre-election schedules. BCLA is interested in supporting and participating in province-wide initiatives that result as part of the Province's Strategic Plan.

The BCLA listserv has not worked reliably in recent months; it is on an old, untended and free Ministry of Education server, abandoned some 5 years ago. BCLA is starting to look at options, such as what the BC Coop is using. In the short term we have the Coop's help, but need to explore long-term options. For the time being, Board communications will be sent out individually rather than via the list.

Annette will attend the Partnership meeting with Caroline when they are both at OLA. They will report back at the Board's March meeting.

There is no update on the survey; the province, as funder, is still reviewing.

Conference updates:

Planning is well underway. They are now curating sessions and soliciting further submissions to fill the gaps. For example, one of the best attended sessions last year was on marketing, but no proposals on the topic were submitted this year.

AGM: we will experiment with a new time slot, at the BCLA Conference just prior to opening keynote on Wednesday evening. Precise start time TBA. This suggestion is based on feedback



from last year. There is never a perfect time for the AGM; it is challenging to maximize attendance.

Awards: will use keynote gatherings for giving out some of awards, rather than the AGM.

Board members had a variety of questions regarding the Conference, to which Annette responded:

Webcasting? – We like this idea, but is a costly investment with low participation. There may be other options for webcasting worth exploring, but not for 2016.

Student volunteers? -- The call for conference volunteers is usually made halfway through registration process.

Annette reminded Board members to register, as they are expected to be visible and available. Board members' registration fees are waived.

Sections and interest groups' preparation for AGM? -- Announcements will be forthcoming; there will be notifications and a call for resolutions, so people can prepare in time.

*[10-minute break suggested by Caroline, with agreement of members]*

## **5. New Business**

Adopting the Strategic Plan Refresh (Caroline Daniels)

Overview:

Starting in July 2015, the Board participated in a number strategic planning meetings facilitated by Nicki Kahn moui. Some meetings were with the full Board, others with the Executive. All notes remain in the Board package, for context and follow up. Some of the ideas in the notes may become part of the Operational Plan, once the Strategic Plan is in place.

Vision, Mission and Values are not altered, since this process was a refresh rather than a full strategic planning process. Future Boards may wish to review these.

What is accomplished? -- A sharpened plan; more strategic language, using active words; professional development is highlighted, via the PDI. Annette added that this new strategic plan can help BCLA prioritize and make decisions; without a clear plan, every possible idea appears equal.

Daphne suggested some changes to the wording under the section for Indicators of Success

Instead of: BCLA's success in delivering on its strategic plan is demonstrated by:

*[the three bulleted points in the plan]*

Replace with: BCLA will have achieved the goals of the strategic plan when we have evidence of:

*[the three bulleted points in the plan]*

The Board accepted the rationale and spirit of the change, and the Executive will work out the fine particulars of grammar and wording.



MOVED BY Caroline, SECONDED BY Dawn, that the Board adopt the strategic plan refresh as attached, with the wording change suggested above.

CARRIED.

### **Consent Agenda**

#### **6. Minutes from the December 2015 Board Meeting**

MOVED BY Caroline, SECONDED BY Cara, that the Board adopt the Consent Agenda.

CARRIED.

#### **7. Closing Remarks (Caroline Daniels)**

Caroline hopes that Board members feel *revitalized* by all that we've accomplished. A refreshed strategic plan; the new website up and running; a new Professional Development Institute; an updated and upgraded publication, *Perspectives*; and Conference coming up soon.

But there is still much to do ahead.

Next meeting Thursday, **March 3**, 2016. – Note this change from previous date of March 10.

#### **8. Adjournment**

MOVED BY Sarah Sutherland, SECONDED BY Ashley Edwards, that the meeting be adjourned. Meeting Adjourned at 11:00 a.m.