



BCLA Board Meeting
Thursday, December 3rd, 2015
Boardroom, 900 Howe Street, 9:30 am to 11:30am

Minutes

Chair: Caroline Daniels

Present: Dawn Ibey, Cara Pryor, Leanna Jantzi, Arthur Krumins, Ashely Van Dijk, Sarah Felkar, Annette DeFaveri, Margo Schiller, Lin Brander, Jon Scop, Roën Janyk, Heather Buzzell, Amanda Geofroy, Erin Fields.

Regrets: Daphne Wood, Myles Wolfe, Sarah Sutherland

Recorder: Stephanie Kripps

9. **Call to Order** (Caroline Daniels)

Caroline called the meeting to order at 9:29 a.m.

10. **Adoption of the Regular Agenda** (Caroline Daniels)

Moved by Sarah Felkar, seconded by Dawn Ibey, that the regular agenda be adopted.

11. **Welcoming Remarks** (Caroline Daniels)

Caroline commented that she, Margo and Dawn have been especially busy focusing on the budget review and proposals, in preparation for this final meeting of 2015. Caroline then tuned the meeting over to the Treasurer, Margo Schiller.

12. New Business

(a) Financial Report, 2015. Financial Plan, 2016
Margo Schiller, Treasurer

(i) 2015 budget:

Margo reviewed the 2015 finances, and explicated any differences between projected and actual figures thus far. This review was for information only as this budget had been approved by the Board last year.



Margo reported that overall the finances looked good and projections for 2015 year end appear reasonable and healthy. The budget is monitored throughout the year and deliberate decisions and adjustments are made with an eye to year end. Margo emphasized that revenues and expenses are projections based on September (other than the Conference totals, which are final) so these financial reports are considered draft only until auditing.

The explanation and line-by-line review of the budget sheet provided clarity to the Board and was greatly appreciated.

(ii) 2016 budget:

Proposed budget developed by Margo, Dawn, Caroline and Annette.

Many 2016 budget items are based on conservative estimates, and/or on recommendations made by the auditor. Other lines remain the same as last year, such as the Partnership Board and government grant. A few differences include a change in membership revenue due to an anticipated membership drive; and in conference revenue due to hosting a preconference as well as conference in 2016. Overall the proposed 2016 budget is slightly smaller than last year.

Margo completed her review and presentation by commending and thanking Annette and the BCLA office staff, for being alert and monitoring the budget, making adjustments as needed. This ongoing caution and attention allows BCLA to have a clean and clear budget report. Margo also thanked Dawn and Caroline for their work.

MOVED by Caroline, seconded by Margo, that we transfer \$2500 from "The Revenue for Office Equipment" line in the 2015 Budget to the "Transfer from Office Reserve Fund" in the Revenue portion of the 2015 budget.

Motion CARRIED.

MOVED by Caroline, seconded by Margo, that we transfer any excess revenue over expenditure identified after the audit, to BCLA's General Reserve Fund.

Motion CARRIED.

MOVED by Caroline, seconded by Lin Brander, that the BCLA Board will adopt the 2016 Budget.

Motion CARRIED.



13. Verbal Reports

a. President's Report (Caroline Daniels)

Caroline extended congratulations to Daphne on her move to a new position with Greater Victoria Public Library; and congratulated Ashely, who was married on October 4th.

Provincial Digital Library initiative: Caroline participated in a meeting with the broader community, including representatives from ELN, the BC Libraries Co-Op, and from other libraries, academic and public, who have conducted large digitization projects. The facilitated meeting was held November 4th in space offered by VPL.

Caroline noted that participants offered positive thoughts, yet realistic ones, and appeared committed to exploring how to best make it work. There have been similar initiatives around the world but most of these larger, well known successes have had considerable funding attached to them.

Reports will follow. Although action items remain undetermined, a next step is a larger meeting that will be hosted by BCLA.

b. Executive Director's Report (Annette DeFaveri)

Annette emphasized Caroline's role in getting the professional digital library meetings under way, and that their success is in large part due to Caroline's excellent relationship building skills. Also, Caroline is pursuing these activities under the BCLA umbrella, which reflects very well on the Association and provides impressive visibility within many sectors: museums, archives, school libraries, academic, etc.

CLA working group: Annette has been participating in regular meetings, approximately weekly, with other representatives across Canada. CLA prepared a survey regarding future plans and the work of working group so far, with respect to the move from an association model to a federation model. The survey yielded a good number of responses, from individuals as well as organizations. Results indicate that attitudes are generally very positive.

The CLA working group would like to articulate or revisit: how to approach membership fees, and more specific breakdown of how many votes each organization carries and why. Greater clarity on this topic will follow in the next CLA paper.

No decision on name yet. Concerns and uncertainty have been expressed as to whether a new name may detract from existing relationships CLA has developed.

The working group is learning a great deal as they go. For example, federations have different types of bylaws and regulations from associations. Some decisions need to be made by the first Board, when it is in place, rather than this working group. There is no transition period for CLA; the association must actually fold, and then start up an entirely new organization.



Annette quoted from a letter from the Parliamentary libraries indicating they may not be able to participate due to their need for political neutrality.

Ultimately what happens to CLA is determined by CLA members, whether institutional members or individuals. The topic has been and will continue to be addressed at their own AGMs. One way or another CLA will dissolve, not financially sustainable as is.

The working group is on hiatus until an in-person meeting at OLA super-conference in late January.

Annette completed her report with good news and updates on the 2016 Conference:

- Planning is on track; registration set to open mid-February.
- We are exploring creative ways to improve and expand the trade show component. New ideas will not be fully implemented in time for 2016 Conference but some elements may be tested.
- Call for presentation proposals has gone out.
- Two Gold level sponsors already confirmed: BC Libraries Co-Op and CUPE BC.
- Corey Doctorow agreed to be opening keynote speaker. Thanks to Chris Middlemass for identifying that he now lives in California.
- A local community activist as closing keynote speaker is not yet confirmed.

Consent Agenda

14. Minutes from the October 6th Board Meeting (Draft)

MOVED by Caroline, seconded by Sarah Felkar, that the Board accept the consent agenda.

Motion CARRIED.

15. Closing Remarks (Caroline Daniels)

Caroline reminded Board members to promote the Conference, for example by adding email signature information, and encouraging movers and shakers to submit presentation proposals. Strategic planning will be the focus of the Board's January meeting, when we'll have a draft plan to review and vote on. Going forward, we can also explore: how can Board members take a more active role in fundraising? Meanwhile: Stay healthy; rest; come back energized.

16. Adjournment

MOVED by Lin Brander, seconded by Cara Pryor, that the meeting be adjourned.

There being no further business, the meeting adjourned at 11:05 a.m.