



LIBRARY MANAGER'S COUNCIL MINUTES

September 13, NLLS Headquarters, Elk Point, AB

Present:

Maureen Penn (Lac La Biche County) Chair
Jodi Dahlgren (Wainwright) – 1st Vice Chair
Julie Brunday (Paradise Valley)
Isabelle Cramp (Morinville) - Secretary
Stuart Pauls (Vermilion)
Tanya Boudreau (Cold Lake)
Leslie Price (Cold Lake)
Gayle Boyd (Redwater)
D'Arcy Evans (Myrnam)
Connie Forst (Tofield)
Cynthia Graefe (Thorhild)
Melody Kaban (Smoky Lake)
Betty Lou Kobe (Alice Melnyk)
Janice Sherry (Alice Melnyk)
Sarah Rempel (Alice Melnyk)
Marilyn Newton (Innisfree)
Mary Ann Sparks (Edgerton)
Richelle Feniak (Thorhild)
Ina Smith (Bonnyville)

Donna Williams (Vegreville)
Jennifer Waters (Chauvin)
Tracy Wilhelm (Waskatenau)
Tracy Woloshyniuk (Newbrook)
Pauline Dechaine (Mallaig)
Brenda Walker (Mannville)
Tammy Morey (Rochester)
Colleen Tabish (Kitscoty)
Carmen Smart (Marwayne)
Daphne Schnurer (Elk Point)
Evelyn Henke (Mundare)
Leslie Price (Cold Lake)
Caroline Forst (Andrew)
Julie Richard (Vilna)
Melanie Pole (Edmonton Garrison)
Katherine Bulmer (Boyle)
Kathleen Rogers (Boyle)
Peggy Teneycke (Bon Accord)
Cheryl Ballard (Wandering River)

Not Attending:

Diana Mack (Bruderheim)
Annette Chrystian (Holden)
Krystal Kinash (Lamont)
Tonya Sams (Ashmont)
Barb Chrystian (Viking)
Kim Murphy (Ryley)

Leah Larson (Irma)
Sandra Moschansky (Radway) Cynthia
Sloychuk (Grassland)
Danielle Frey (Gibbons)
Becky Swiegocka (St Paul)

NLLS Staff, Executive & PLSB

Robyn Gray
Heather Elliott
Colette Poitras
Kayla Lorenzen

Tanya Fontaine
Kelly McGrath
Stephen Dafoe
Kerry Anderson

1. Call to order: meeting called to order at 9:09 am.
 - 1.1. Land Acknowledgement by Tanya Fontaine
 - 1.2. Introductions and Welcome
 - 1.3. Additions to the agenda: 5.5 Fines, 5.6 Changes to VDX, 5.7 Makerspace
 - 1.4. Approval of Agenda

Motion by Kathrine Bulmer to approve the agenda as amended. Carried.

2. Minutes of the May 17 2017 meeting

Motion by Donna Williams to approve the minutes as circulated. Carried.

3. Reports

- 3.1. Chair – Maureen Penn

PNLA is a conference worth going to. In Montana next year. Alaska 2020.
Next meeting need to elect Chair and 2nd Vice Chair

- 3.2. NLLS Reports

- Chair – Stephen Dafoe
Chair: no per capita increase to levy next year. Bulk of work for policies has been done. New plan of service has been passed on Saturday. A poster will be made with the points and sent to libraries.
- Director – Julie Walker
See handout. Hoopla: if NLLS drops Hoopla libraries can pick it up on their own but it is extremely expensive.
- Bibliography – Heather Elliott
See handout. If you had some issues with the Polaris upgrade let Heather know.
- Public Services
Colette Poitras - You can register ME patrons manually in Polaris – see how to document on NLLS website.
Kayla Lorenzen – SRP entertainers had good feedback. SRP manual will come in early November. Author tour starting in October. Need consulting? Call and book a visit.
Robyn Gray & Tanya Fontaine – lots of PR needs to be done with First Nation regarding registrations for library services. Check webpage Indigenous tab for resources. If you are interested in hosting a film event let Tanya know. Check oral history project as well.
Colette praised her hard-working team.
- IT – Kelly McGrath
See handout. Issues with webmail or email please let Kelly know with details so it can be passed on to Townlife.
- 3D printer: Library Managers requested an update on what had been discussed regarding the borrowing of the printer. Library Managers will need training on how to use it.

3.3. PLSB report – Kerry Anderson

- Most of the grants are paid out. Paying on 2016 population. Use the same number for 2018 budget as you received this year.
- E-resources: RFPs will be sent out. One is out for e-magazines right now. Mango will be out next, so language learning RFP will go out. E-newspaper contract is good for 2 years. If there is room in the budget PLSB will look at e-learning platform.
- New promotional material for NELS.
- Canada Post Parcels Service pilot has been launched with 6 libraries in Marigold Library System for 6 months. PLSB is looking at options and efficiencies now.
- Symposia: partnering with ALTA – trustee focus this time and HRM resources in February. Details will be sent before the end of the year.
- Refreshing the standards and best practices documents - will be soliciting feedback.
- New people in office.
- New position hired for indigenous services by October 1st.

Motion by Betty Lou Kobe to adopt the reports as presented. Carried.

4. Old Business:

4.1 E-resources:

- Hoopla: options after 2 months to cut down borrowing further or drop audiobooks off. Email will go out with results and request for feedback. A review of the other databases for usage will be done as well. All the options will be on the table and put forward to the Library Managers for feedback and decision. The cost per month can be capped by the System, which is another possibility. Back on the agenda in February with updates.
- Lynda.com – tabled to next meeting

5. New Business:

- 5.1. Romance Floating Collections Book Allotment: money will come out of book allotment in January instead of end of year.

Motion by Donna Williams to change to have \$100 taken out of book allotment in January 2018. Carried.

5.2. Revisit Policy of swapping DVD cases – Ina Smith

Can we stop swapping DVD cases when purchasing through NLLS? Can it be customized to libraries? Cases do not fit on shelving unit.

Motion by Ina Smith to rescind previous policy of changing the cases when processing DVDs unless specifically requested. Carried.

5.3. Summer Reading Club Entertainer – NLLS Staff

At last meeting the option was discussed to give \$300 bursary for libraries to pick their own entertainers instead of NLLS organizing it.

Small libraries stated that they couldn't afford to do it on their own (time and money constraints).

Local entertainers are available starting at about \$150.

Scheduled sessions by NLLS do not work with local programs.

Stats from survey: 11 agreed that NLLS continue and 5 agreed that bursary is better.

Motion by Melody Kaban that NLLS continues to book the entertainer. Carried.

5.4. Loan Date Extensions – NLLS Staff

Brought up as PSG.

Motion by Donna Williams to contact the owning library to extend the borrowing time and to respect the owning library's borrowing bylaw. Carried.

5.5. Fines – Ina Smith

Fines for DVDs \$1/day. Would like to change this.

You can change your own library's fines (part of library's bylaw) and then change the template in Polaris.

5.6. VDX Changes – Melody Kaban

Proposal is to not only for libraries to do the borrowing but also to do the lending in VDX

Motion by Melody Kaban to have NLLS continue broker VDX on our behalf. Carried.

5.7. Makerspace – Darcy Evans

YRL has 6 makerspace kits. Would NLLS be interested in doing kits for libraries to borrow? Julie says it's part of the plan of service to bring these types of services. Isabelle and Maureen to bring kits for next LMAC so people can see them and vote on them.

6. Next meeting dates:

6.1. Wednesday, February 28th, 2018

6.2. Wednesday, May 23rd, 2018

7. Adjournment

Motion by Betty Lou Kobe to adjourn at 11:58 am. Carried.