MULTITYPE LIBRARY BOARD

Meeting

November 29 – 30, 1999

Conference Room
Provincial Library, 1352 Winnipeg Street
Regina, Saskatchewan
S4P 3V7
Telephone 306-787-2976

Minutes

November 29, 1999

In attendance: Merrilee Rasmussen (Chair), Colleen Warren, Ernie Pappas, Hélène Stewart, Michael Keaschuk, Joylene Campbell, Jeff Barber, Janet Merkosky. Provincial Library Support Staff: Marilyn Jenkins, Melissa Bennett.

Special Guests: Brij Mathur, Associate Deputy Minister, Municipal Affairs, Culture and Housing; Russ Krywulak, Executive Director of Grants Administration & Provincial-Municipal Relations, MACH; Keith Comstock, Policy Manager, MACH.

Regrets: Darlene Fichter, Valerie Laliberte.

1. Welcome and Introduction

The meeting was called to order at 11:15 a.m. The minutes of the previous meeting and the agenda were approved as distributed.

2. Update from Multitype Library Board Members – Roundtable

A roundtable was conducted so that all Board Members could provide updates from their sectors.

Michael Keaschuk and Merrilee Rasmussen were called upon to report on the recent meeting of the Saskatchewan library community with the National Librarian, Roch Carrier. Merrilee reported that her presentation to Mr. Carrier included mention of the importance of ensuring free access to information as a public good in our society. She noted that he was very interested in this concept and requested that the library community help him address this issue by sending him many letters outlining their concerns.

Merrilee proposed that the Multitype Library Board send a letter to the National Librarian articulating its concerns surrounding free access to information as a
public good. It was agreed that Provincial Library would draft a letter for the Board to review and send. It was requested that the letter be sent well before December 16, 1999. Board Members agreed that they would share the letter with their library sectors and invite them to submit letters also.

Continuation of the Roundtable was postponed in order to commence with the next agenda item.

3. **Meeting with the Associate Deputy Minister, Brij Mathur**

Merrilee welcomed special guests from Municipal Affairs, Culture and Housing: Brij Mathur, Associate Deputy Minister, and Russ Krywulak, Executive Director of Grants Administration & Provincial-Municipal Relations.

Board Members introduced themselves.

Mr. Mathur delivered comments to the Board that included an expression of interest in how Board Members see their role evolving and what they need in order to accomplish their tasks.

Mr. Krywulak commended the Board and noted the importance of having a body that can coordinate cooperative library projects.

A discussion with Board Members ensued. The discussion touched on the role and structure of the Board and Database Licensing projects. Hélène Stewart noted that the Government Libraries Council would like to make the services from database licensing available to government employees (particularly employees in departments that do not have libraries). It was suggested that the Government Libraries Council advance this initiative through the Information Technology Office at Economic Development.

**Continuation of Roundtable Update from Multitype Library Board Members**

The Roundtable update was continued. During the roundtable a discussion ensued on how to approach the education sector to negotiate their contribution to the Database Licensing project. The Board requested that Provincial Library determine the proper protocol for approaching the Department of Education. Suggested strategies included: sending a letter to the Department of Education or the Minister of Education and initiating a meeting with Margaret Lipp at the Department of Education. The Board decided to initiate a meeting with Margaret Lipp.

Colleen Warren noted that she and Darlene Fichter sent letters to members of the College and University Libraries Section of the Saskatchewan Library
Association to inform them of the Multitype Library Board, its activities, and the information about the Board available on the PLEIS web site.

Continuation of the Roundtable was postponed in order to commence with the next agenda item.

4. **Board Structure**

Merrilee Rasmussen called the Board’s attention to the handout “Backgrounder on New Structure Options for the Multitype Library Board” and provided an introduction to the issue. She welcomed Keith Comstock, Policy Manager at Municipal Affairs, Culture and Housing and explained that his role would be to advise the Board on structural options.

Board Members highlighted for Mr. Comstock some of the pressures that have given rise to the structure issue. These pressures include the need to have a body that can collect and disburse funds for cooperative projects such as Database Licensing, the need for the Board to be able to advise more than one Minister, and the need to get “on side” sectors that are not under the jurisdiction of the Multitype Library Board’s Minister.

A lengthy discussion of the pros and cons of the options outlined in the Backgrounder as well as several other options ensued. Board members generally agreed that they would prefer to avoid major structural changes if possible and that they are comfortable with the status quo except for the key pressures indicated.

The Board discussed its ministerial advisory role versus a lobbying role and indicated a preference to remain in an advisory capacity to the Minister.

The Board requested that the Provincial Library gather for the next meeting research on:

- What types of regulations are permitted under the general provisions of the *Libraries Co-operation Act* and whether any such regulations could expand the powers of the Board so it can accomplish its work.
- The possibility of conferring power to sign contracts to the Provincial Library.
- The impact of a structural change on the current role of the Board.
- Specific examples of other models and how they work (these should include the examples provided in the Backgrounder and other models discussed).

**Continuation of Roundtable Update from Multitype Library Board Members**
The roundtable update was continued. Marilyn Jenkins advised that Provincial Library hopes to get all new appointments to the Board accomplished by the February 2000 meeting.

Jeff Barber provided an update on the Gateway project. He noted the Gateway team plans to bring in an expert from the National Library to look at the mapping and indexing of Saskatchewan library catalogues that are part of the Gateway project in order to determine if they are suitable for Z39.50 application. It was suggested that other library sectors may wish to have their catalogues analyzed as well. The Board requested that an invitation be made to libraries part of SUNCAT and listed on PLEIS’s library links page to send in their catalogue mapping data. Those libraries that send in this data can be part of the analysis.

The meeting adjourned at 4:20 p.m.

November 30, 1999

In attendance: Merrilee Rasmussen (Chair), Colleen Warren, Ernie Pappas, Michael Keaschuk, Joylene Campbell, Jeff Barber, Janet Merkosky. Provincial Library Support Staff: Marilyn Jenkins, Melissa Bennett.

Regrets: Darlene Fichter, Valerie Laliberte, Hélène Stewart.

The meeting was called to order at 9:10 a.m.

5. Electronic Document Delivery

Colleen Warren presented a document summarizing the post-secondary library sector results from the Electronic Document Delivery survey.

Janet Merkosky reported that since the previous meeting, she received nine additional surveys. She presented an updated document summarizing the school library sector results from the Electronic Document Delivery survey.

The Board discussed how to share the EDD survey results with the broader library community. The Board requested that Provincial Library create an analysis of the survey responses that looks at the differences between sectors. The Board requested that this analysis be posted on the Multitype pages on PLEIS.

The demos on GODOT and CISTI were postponed until the next meeting because the Board Members who intended to demo these EDD products were ill.

Colleen Warren provided a demonstration of the Electronic Document Delivery service OCLC FirstSearch. Board Members were impressed by the ease of use of the service and the usage-based pricing structure.
The Board requested that Provincial Library obtain more detailed information on FirstSearch costs. The Board also requested that more EDD demos be provided at the next meeting including demos on: GODOT, CISTI, CARLUncover, and possibly others. The Board requested that all demos include pricing information. It was also suggested that a pilot could be undertaken to experiment with the use of Electronic Document Delivery, perhaps with the reference librarians participating in the Virtual Reference Working Group. Provincial Library agreed to put this on the agenda of the Virtual Reference Working Group’s next meeting.

6. Database Licensing

A roundtable was conducted in which Board Members reported data they had gathered on the usefulness of InfoTrac and Database Licensing in their library sectors. Cost-comparison data (costs for InfoTrac before joint licensing and after joint licensing) and written comments regarding the benefits of InfoTrac were submitted from the public and school library sectors.

Marilyn Jenkins presented a written report listing contributors to Database Licensing projects for InfoTrac, CBCA, and Britannica Online.

Bob Ivanochko presented a written report of InfoTrac usage statistics including total usage statistics for each InfoTrac database and statistics by sector for each InfoTrac database. Bob also provided a cost and value analysis for the usage statistics.

A discussion ensued regarding usage levels of InfoTrac, barriers to usage in some sectors, and strategies for improving access and usage. It was noted that more staff training is needed in many libraries (particularly in the public and school library sectors) in order to increase usage. Colleen Warren and Jeff Barber agreed to share handouts their libraries have created to assist staff in using InfoTrac. These handouts can be put on PLEIS. The Board also discussed the authentication processes required in order to achieve home access to the databases.

The Board determined that these issues should be referred to the new Database Licensing Sub-Committee of the Multitype Library Board.

The Board then discussed the appointment of sector representatives to the Database Licensing Sub-Committee. Michael Keaschuk reported that the two representatives from the public library sector would be chosen at the upcoming Public Library Directors meeting on December 7th. Colleen Warren submitted two representatives for the post-secondary libraries sector: Elizabeth Magee; Bev Brooks. Marilyn Jenkins reported the names of the representatives submitted by Hélène on behalf of the special library sector: Charlene Kramer; Angela Battiste. Ernie reported that he would submit the names of the school library sector representatives to Provincial Library in the next week.
Marilyn Jenkins submitted a written document outlining the mandate, roles, and responsibilities of the Database Licensing Sub-Committee. The Board approved the document without amendment.

7. Promotion of Multitype

Ernie Pappas provided a report on the work of the Promotion Committee. He called the Board’s attention to the Communications Strategy and the logo created for the Board.

The Board reviewed the Communications Strategy. Several amendments were made to the document. The Board will review the revised document at the next meeting.

The Logo was approved. The Board noted that a multi-colour version should be created for use on the Internet.

It was proposed that the Promotion Committee should be a standing committee of the Board. The Board agreed.

The Board requested that the Provincial Library send a written commendation to Patrick Hall at Communications, Municipal Affairs, Culture and Housing, for his assistance to the Promotion Committee in creating the Communications Strategy and the logo.

The Board discussed promotional events. Board Members approved of the events listed in the Communications Strategy. They requested that the Promotion Committee identify further events to reach other audiences such as the business community and the rural community. An event for teachers was suggested as a long term goal. They also suggested that the media event at the Legislature include other Ministers such as the Minister of Education and the Minister of Post-Secondary Education (in addition to the Minister of Municipal Affairs, Culture, and Housing). It was recommended that the Promotion Committee contact SSLA immediately in order to participate in that conference.

The Board reviewed the tentative schedule of sessions for the May 2000 SLA/SLTA Conference. Board Members agreed that Bill Birdsall should be a speaker for part of the Multitype session and requested that Provincial Library provide the budget to bring in a speaker of this caliber. After reviewing the tentative schedule, Friday, May 5th at 1:30 p.m. – 3:00 p.m. and 3:30 p.m. – 4:30 p.m. time slots seemed the most feasible time for sessions. It was suggested that the first time slot could be used as an introduction to the concept of multitype, its potential and what it offers for libraries who participate. The second session could focus on Database Licensing as a major multitype project. The Board suggested a title to the effect of “Multitype: What’s in it for You?” It was also suggested that one of the times slots include a panel discussion. The Board requested that the
Promotion Committee continue to work with the SLA/SLTA Conference Planning Committee to arrange these time slots and further refine the sessions.

8. Other Business

The Board requested that the Communiqué include decisions made during the past two day meeting. The next meeting of the Board will be held on February 7-8, 2000. Agenda items will include:

- Board structure.
- Report from the Database Licensing Committee.
- Report back on conversation with Department of Education.
- Electronic Document Delivery demonstrations for: GODOT, CISTI, Northern Lights, CARLUncover.
- Report from the Promotion Committee.
- Report on Internet-based Reference Pilot Project (possibly).
- Report on the Gateway Project (possibly).

The meeting adjourned at 4:15 p.m.