Minutes

In attendance:

Merrilee Rasmussen, Michael Keaschuk, Jeff Barber, Joylene Campbell, Alice Risling, Janet Merkosky, Colleen Warren, Hélène Stewart, Sharon Doepker, Valerie Laliberte, Provincial Library support staff: Marilyn Jenkins, Melissa Bennett.

Regrets: Darlene Fichter

Thursday, June 1, 2000

1. Welcome and Introduction

The meeting was called to order at 9:00 a.m.

The Board welcomed and introduced themselves to Alice Risling, the Saskatchewan School Trustees Association’s new representative on the Board.

Agenda

The agenda was approved as distributed.

Minutes

The minutes were approved as distributed.

Communiqué

It was noted that some members’ Communiqués were dated March 2000 and others were dated April 2000. The content is the same for both versions; all members were given copies dated April.
2. Update from Multitype Library Board Members

2.1 Round table

Municipal Legislative Renewal

Public libraries are concerned about the Garcea Task Force Report on Municipal Legislative Renewal because it implies that the public library system might be de-regionalised if municipal amalgamation takes place. Chinook Regional Library Board recently passed a motion that they are opposed to forced municipal amalgamation. The issue is also a serious concern in the north.

The Chair of the Multitype Board, the Provincial Librarian, and Public Library Directors and Board Chairs met with Joe Garcea, chair of the Task Force, at the Saskatchewan Library Association/Saskatchewan Library Trustees Association (SLA/SLTA) Conference in May. Library trustees told Garcea that de-regionalisation would jeopardize current library service effectiveness and provincial funding. SLTA gave Garcea a formal brief outlining their concerns.

The Garcea Task Force has finished its work. The new group working on the issue is composed of SUMA, SARM and Government of Saskatchewan. Board members were given a copy of SLTA’s brief to Garcea. The Board will consider providing a recommendation to the Minister regarding this issue.

Sustainability

Sustainability of Internet connections and networked library services remains a concern for public libraries. Public Library Directors and Board Chairs have created a Draft Sustainability Plan. Public library systems will write to Prime Minister Chretien and Minister Manley requesting that 2001 infrastructure dollars be made available to libraries for information highway projects. They will also ask that future project dollars include funding for staff, training, and technical support. Informal avenues will be used to continue to protest the CRTC ruling.

Gateway

Public libraries have shortlisted two gateway products. A committee will evaluate the products in June. Public Library Directors have recommended that Provincial Library house the gateway server. They agree that all materials housed in public libraries should be catalogued and searchable through the gateway.

Public libraries are using the Bath Profile Z39.50 standard. The Provincial Library sent letters to the two university libraries advising them about the standard.

Several other gateway/Z39.50 projects are underway:
SIAST has acquired OCLC’s SiteSearch and will be meeting with their librarians regarding Z39.50 standards.

The University of Saskatchewan and COPPUL (Council of Prairie and Pacific University Libraries) are using OCLC’s gateway product and are exploring consortium possibilities.

Public and university libraries in Alberta are investigating gateway products.

The Alberta Library is organizing a meeting at the Canadian Library Association Conference this June to discuss potential for a prairie gateway consortium. Provincial Library will attend.

Multitype collaboration on a gateway product is a strong possibility. If a consortium approach does not work out, it is important that Saskatchewan libraries attempt to use the same Z39.50 standards so that their gateway systems can “talk” to each other.

**Database Licensing**

Renewal of database licenses is underway. Most public library systems have committed the same dollars as last year, although some have committed more.

The Department of Education will be funding a new database for province-wide access. The Saskatchewan School Trustees Association (SSTA) has identified a need for more teacher training on the databases and will be exploring the issue. Use of the InfoTrac databases increased substantially in schools where the Department of Education provided training.

Marion Perry, teacher-librarian in the Regina Catholic School Division, received the Francis Morrison Award for Outstanding Service to Saskatchewan Libraries. In her acceptance speech at the SLA/SLTA conference banquet, she thanked the public library community for their leadership role in database licensing and for fostering the school sector’s involvement and helping them to become a stronger partner.

**School Libraries**

Budget cuts have eliminated some teaching positions and eroded support for school libraries. Saskatoon School Division is replacing eight teacher-librarians with library technicians, as a pilot project. Other school divisions may follow.

The Saskatchewan School Librarians Association (SSLA) is concerned because computers and Internet connections in schools are located in the lab and not in the library. Technology is emphasised and information instruction is neglected. It was noted that there was a similar trend in the colleges, but instructors have begun to rediscover the value of information literacy taught by the library. College instructors are now requesting library staff to provide information literacy teaching in their classrooms.
Shortage of Teacher Librarians

Many teacher-librarians are retiring and few qualified applicants are available to replace them. Training programs for teacher-librarianship are no longer available in the province. The University of Alberta’s Graduate Certificate in teacher-librarianship (available through distance education) is the closest available program. Teachers need to be encouraged to take teacher-librarianship training.

Professional Designations in the Library Field

There is concern about the ongoing viability of special libraries when current library staffs retire. Special libraries are often small and there may be no professional librarian on staff who can fill a librarian position vacated through retirement. Parent organizations frequently ask a para-professional to run the library.

This situation creates ambiguity regarding the roles of professional librarians and library technicians. Library technician programs train technicians to work under the supervision of a librarian. They also focus on public and school libraries and Kelsey training is not necessarily adequate to operate one-person special libraries.

The library profession needs to identify the values and roles of librarians and library technicians and address the problem that work places are not following the professional designations. Employers hire staff who do not have enough training to effectively do the jobs such as technology training, education of users and managers, ability to defend the library. Jeff Barber, as representative of the Saskatchewan Library Association (SLA), and the Provincial Library will address this concern to SLA.

Special Libraries

Special libraries are potential partners in the gateway but many of their catalogues either do not meet the minimum Z39.50 standards or do not have Z39.50 capability. Special libraries in Saskatoon have a support group that meets regularly which may be used as a forum for communicating with the special libraries community.

Gates Foundation

The Gates project to put computers in poverty area libraries is underway. 114 public libraries in Saskatchewan are eligible to submit applications for funding for computers from the Gates Foundation.

Public Library Directors and Board Chairs Meeting

The Chair of the Multitype Board attended the Public Library Directors and Board Chairs meeting on May 4, 2000. The Chair will continue to be invited to this meeting in the future.
Consortium Buying of Health Databases

Several Saskatchewan libraries, including SIAST Wascana, Regina Health District, Saskatoon Health District, and SHIN (Saskatchewan Health Information Network), are participating in consortium buying of health databases. The Health Knowledge Network out of the University of Alberta organized it. Any libraries are welcome to participate.

Privacy Legislation

In future developments with universal library cards, the Multitype Board needs to investigate requirements under privacy legislation for gathering patron data and compiling databases that are shared among libraries.

Smart Communities

The “Headwaters Project” in northern Saskatchewan has been awarded 5 million dollars by Industry Canada as part of the Smart Communities initiative. The project will provide information and communication technology services to remote communities throughout northern Saskatchewan. The project’s partners and supporters include 26 municipal, First Nations and Metis governments, 11 school divisions, post-secondary education institutions and First Nations education authorities, two health districts, and the northern library system.

2.2 Communicating with your sector

Board members met in small groups to discuss strategies for communicating with their sectors.

Broad Strategies:

- Create a formalized list of core people and organizations that should receive the Board’s Communiqué on a regular basis. Board members will determine who is on the list by sending names (with mail and email addresses) by mid-June to Provincial Library.
- Distribution may take the form of an email list or other mechanisms as required.
- Format the Communiqué to include the Multitype logo, the Multitype web site address, and information for contacting the Board. Also incorporate a simple consistent statement that promotes multitype.
- Possibly incorporate a Frequently Asked Questions feature into the Multitype web page.
Sectoral Strategies:

Special Libraries
Board members representing special libraries are creating a list of special libraries in Saskatchewan. Communication can also occur through the various special library groups that meet. This sector wants to communicate with other library sectors so that they have a better understanding of the subject expertise available through special libraries. The Directory of Saskatchewan Libraries currently under development may be another way to achieve this publicity.

Post-Secondary Education Libraries
Sending out information through emails and the Multitype web site is the primary way of communicating with the sector. Reports are provided to the three major institutions (UofR, UofS, SIAST). Occasional meetings with other library institutions that share subject disciplines provide an informal mechanism for communication. There is a need to reach and involve the smaller post-secondary education libraries, e.g. Gabriel Dumont. The CULS mailing list is another avenue.

Education Sector
Boards of education, SSTA, and SSLA currently have direct links to the Multitype Board through Board Members. Word of the mouth is the best method for spreading information on Multitype projects. Appointing sector representatives to Board committees creates multitype expertise within sectors. The Communiqué should be sent to the SSTA with the request that it be shared with school boards. Ensure that the Communiqué is sent to LEADS, as this group has no other direct link to the Board.

Public Library Sector
The Multitype web site is a primary communication mechanism. Make information available to library staff through listservs, to library trustees through their municipal councils and to library systems through their newsletters. Official reports should be provided at all library system Annual General Meetings and Semi-Annual General Meetings. Public library Director involvement is very important. Frequent re-iteration and re-packaging of the same simple message.

SLA
Information on Multitype can be communicated to SLA members through Forum.

Northern and Aboriginal Peoples
Need to communicate with all people north of Prince Albert, native peoples in the whole province (Tribal Councils), PNLS, Northern Lights School Division, and other northern school divisions. Strategies are to introduce communications with the Federation of Saskatchewan Indian Nations (FSIN) and municipal representatives.
3. Reports

3.1 Promotion Committee

Communications Strategy

The Board reviewed the Revised Communications Strategy. The Strategy was approved with the following amendments:

- Change “scarce” to “limited” in the key message at top of page 4.
- Change “university presidents” to “post-secondary presidents” and change “Department of Education” to “Departments of Education and Post-Secondary Education” in the Communications Approach on page 4.
- In the Action Plan, add that the Communiqué will be sent to a core list of individuals on a regular basis.

The Chair of the Promotions Committee will meet with the Communications Unit at Municipal Affairs, Culture and Housing to sort out the types of communications activities the Board can undertake. A report will be provided at the fall meeting.

Revised Brochure

The revised brochure requested at the last meeting has not been started yet.

SLA/SLTA Conference Session

Two Multitype sessions were provided at the SLA/SLTA Conference in May.

“Showcase on Multitype” focused on three multitype projects. Marion Perry presented how library sectors have worked together to create a strong database licensing project. Darlene Fichter presented how the Saskatchewan News Index was created through contributions of many libraries. Bob Hersche, Information Technology Office, Government of Saskatchewan, presented Community Net – a project that has potential for future Multitype involvement. The session attracted library personnel from every library sector.

Bill Birdsall, of Nova Scotia’s Novanet library consortium, gave a session entitled “Think Consortially.” He outlined nine factors that contribute to consortia effectiveness: philosophical commitment to the consortia, previous experience working together, taking advantage of opportunities, establishing clear goals, compatibility of consortium participants, effective leadership, time, making collaboration a lifestyle, and participation by all levels of staff.
SSLA Conference

The Multitype Board may want to provide a session at next year’s SSLA conference. Joint venture libraries might be an interesting topic. The Board asked Janet to contact the conference chairperson to identify some suitable session topics, e.g. successful joint venture libraries - Tisdale, and report back to the next board meeting.

PLEIS Web Site Re-naming

Provincial Library solicited new names for the PLEIS web site at the SLA/SLTA Conference. There was overwhelming support for new Multitype logo. Board members unanimously agreed that the Multitype logo should be adopted as the new name for the PLEIS site. Establish a link to the SSLA site.

3.2 Board Structure

Handling Funds

At the previous meeting, the Board requested that Provincial Library approach the Saskatchewan Library Association and offer them administrative funds to manage Multitype projects. Provincial Library did so and SLA declined.

Provincial Library approached Municipal Affairs, Culture and Housing officials regarding development of a Treasury Board proposal for Provincial Library to handle Multitype Library Board project funds. The Board supported PL going forward with this submission.

The Libraries Co-operation Act

At the last meeting, the Board recommended that Provincial Library look into making amendments to the Act that will allow the Board to advise more than one Minister and to sign agreements.

The Board would like to see Provincial Library proceed as soon as possible with amendments. However, there was acknowledgement that since the changes regarding signing agreements and advising more than one Minister are minor, it may be difficult to get them onto the legislative agenda. It may not be a good idea to pursue this especially if we foresee recommending more changes for the Board to handle money.

The Board's preference is to not proceed with only the two items at this time and, when legislative change is pursued, it should advance all three ideas: 1) mandate to advise more than one Minister on multitype library matters; 2) ability for the Board to enter into agreements; and 3) capacity for the Board to handle money. Merrilee agreed to assist Provincial Library with drafting the legislative amendment. The issue should be brought to the next meeting of the Board for additional input.
3.3 Board Replacements

The Board reviewed terms expiring and process for replacements.

The Board adjourned at 4:30 p.m.

Friday, June 2, 2000

The meeting was called to order at 9:00 a.m.

3.3 Board Replacements cont’d

The Board agreed to recommend to the Minister that, Incumbent Board Members whose terms are expiring who have let their names stand for nomination, be re-appointed in the interest of continuity and that reappointments be made by September 2000 so that the Board can continue its work at the September 28-29, 2000 meeting.

4. Consultation with Multitype Library Board on Provincial Library Issues

4.1 First Nations Library Service

Provincial Library advised the Board that it has been instructed to facilitate First Nations access to public library services. The Provincial Library presented its strategy to the Board.

Valerie recommended that the Board seek advice from Brenda Ahenakew who works at the Saskatoon Tribal Council and who sits on the education committee of FSIN.

Joylene and Valerie will meet with Brenda as soon as possible to introduce her to Multitype and library service issues. They will investigate with Brenda the possibility of meeting with FSIN to invite them to work with the Multitype Library Board and to work with the library systems to address the library services issue.

In conjunction with meetings with Brenda, the Board agreed to recommend to the Minister that the FSIN be invited to have a seat on the Multitype Library Board if the FSIN wishes to have a representative on the Board.

The Board endorsed Provincial Library’s strategies for library services for First Nations and recommended that cultural awareness training include instruction on First Nations governance, community structures and languages.

The Board agreed that it also needs training on First Nations governance, community structures, languages, and cultures.
4.2 Future Role of Provincial Library, and  
4.3 Provincial Library Collections

Provincial Library advised the Board that it has an ongoing capacity to advise the Minister about the role of Provincial Library.

Joylene Campbell presented feedback Provincial Library has received from the Public Library Directors about the future role of the Provincial Library.

- Provincial Library’s coordination role is the most important. Coordination includes library policy development for the entire province, research and development in new areas, coordination of collective decision making, support for the library network and Gateway system, and Multitype development. The second stage of the Gateway project involving interlibrary loans will likely change the way that libraries work with each other and Provincial Library.

- Some services of Provincial Library may not be required in the future. Warehousing of the reference, general serials, government documents, and non-fiction collections may no longer be an appropriate role. No decisions have been made, but Provincial Library is consulting with libraries in the province about the possibility of dispersing the reference, serials, government documents, and non-fiction collections. There has been some support for Provincial Library discontinuing the professional awareness service.

- Some services should evolve. Provincial has been encouraged to evolve its cataloguing role away from direct cataloguing and towards facilitating access to copy cataloguing sources, training libraries on cataloguing, developing and maintaining authority controls and standards, and cataloguing specialized materials.

The Board provided the following feedback:

It is important that the future role and direction of Provincial Library remain in the hands of the library community, at least to some extent, because it is the the hub and key to library service in Saskatchewan.

- Warehousing function may be a service to drop. Much of the collections should have been dispersed long ago. The reference collection could have been dispersed when Provincial Library’s reference service ceased.

- Provincial Library should take a lead role in developing virtual collections, particularly virtual collections of Saskatchewan material. Some of the Saskatchewan materials in the print collection could be digitized.

- Provincial Library should coordinate preservation, maintenance, and findability of Saskatchewan collections and local histories (particularly materials indexed in the Saskatchewan Bibliography) in Saskatchewan
libraries. They should also ensure that Saskatchewan collections are available to the public. Provincial does not need to house this material, but it should consult with the Saskatchewan Archives, the Legislative Library, and other libraries to determine that this collection exists somewhere.

- Provincial Library could play an advisory role in collection development by creating core lists of library materials (in various subject areas such as literacy, working with people with disabilities, etc) that libraries can use for collection development.
- All dispersed collections must remain accessible to all Saskatchewan libraries through interlibrary loan.
- If parts of the collection are dispersed, recipients must agree to send any materials they do not keep to duplicate exchange.
- Parts of the current collection may need to be catalogued before they are dispersed.
- School libraries would benefit if Provincial Library coordinated access to copy cataloguing.
- While many library sectors use the professional awareness service, there are vendor-based services that provide access to library science periodicals.
- It may take a year or two to dispose of the collection effectively.

The Board asked how the Provincial Library’s services compare with other Provincial Libraries across Canada. Provincial Library distributed comparative data.

Several Board members said they would like a tour of Provincial Library’s collections. The Board agreed to have a tour at the fall 2000 meeting.

5. Multitype Library Board Planning

5.1 Annual Report 1999/2000

The Board reviewed a draft of the Annual Report.

Changes made:
- Under names of Board Members, change community names for Michael (Herbert), Sharon (Pilger), and Janet (Dalmeny).
- Under Accomplishments, change “Financial Administration” to “Structure.”
- In first bullet under “Online Database Access for Libraries,” change “hundreds” to “thousands.”

The Board brainstormed accomplishments that should be highlighted in the Report:

- Participation in the Board has provided a better understanding of the goals, work, and needs of each library sector. It has created a new awareness of how libraries are changing and the efforts that library staff put into working cooperatively.
• Revived enthusiasm for the goals of the Board in helping library sectors to work together cooperatively.
• Significant inroads into making people aware of what Multitype is all about, what it means to participate in the library system and the issues in each sector.
• Need to pat ourselves on the back for being good ambassadors.
• Discovered ways in which each sector’s library institutions can contribute to develop Multitype work. It is not just Provincial Library.
• All sectors are now actively involved in supporting the Database Licensing project. Significant progress with the education sector. Sectors are beginning to understand how they fit in.
• Database licensing usage statistics provided through the Board promoted greater sector support for the project.
• Identified an area in electronic document delivery that special and academic libraries have been able to take the lead and help move public libraries forward.
• Formation and popularization of the Board’s identity in the library community built a strong foundation on which the future Board can rely.
• Appreciate the ability to come together to work cooperatively at a provincial level. When more individuals in the library sector experience successes through multitype, they will have a greater ability to understand where they can contribute and how they fit into the cooperative picture.
• Narrative needed in the Annual Report on the story of Database Licensing.
• Through the Board, sectors have come together to form a whole because they have a forum that facilitates sharing buying power, abilities, knowledge, and expertise. The sectors need assistance from the Multitype Library Board because traditional jurisdictional boundaries are barriers to sharing.

5.2 2000/2001 Board Business Plan

The Board reviewed a draft Business Plan for the next year.

Amendments:
• Education and Awareness add: Develop Board awareness of First Nations governance, community structures, and cultures.
• Amend #2 under Education and Awareness to include a listing of all target groups.
• Database Licensing -- add development and sustainability of equitable participation by all sectors.
• Implement Multitype Initiatives – review minutes from yesterday and add tasks identified there.
• Determine Potential for Multitype Cooperation in Library Service Development #2 Change “Monitor” to “Investigate.”
• Determine Potential for Multitype Cooperation in Library Service Development #3, identify and investigate if there are barriers posed to universal library cards by
Freedom of Information and Protection of Privacy legislation (provincial and federal).

- Determine Potential for Multitype Cooperation in Library Service Development
  #4 Change “Monitor” to “Investigate.”
- Determine Potential for Multitype Cooperation in Library Service Development
  add: Assess role of Multitype in the development of library service to First Nations.
- Add to the list: investigate a license to Net Library.
- Add to the list: break down barriers for Provincial Library to handle funds.

3. Reports Cont’d

3.4 Database Licensing Committee Report

The Board reviewed the minutes of the Database Licensing Committee’s last meeting.

Education is contributing one hundred thousand dollars to database licensing. Selection of a product is underway.

Renewal of licenses is underway. The Board expressed thanks to Marilyn Jenkins for negotiating a price from Gale Group that is $20,000 less than last year.

Credit for the databases needs to be attributed to Multitype on all library interfaces to the databases. This has been a problem with the interface to CBCA through the University of Saskatchewan.

Chinook pilot project for home access to online database is underway and is going well so far.

The Board agreed that the Database Licensing Committee should investigate a license to Net Library -- a database system that provides full text books online.

The Virtual Reference Working Group has recommended to the Board that:
“the province’s libraries continue with shared database licensing and make it a priority to establish remote access.”

The Multitype Board received the recommendation.

3.5 Electronic Document Delivery

All sectors have appointed representatives to the Electronic Document Delivery Committee. Committee members are:

Lorna Adcock – special libraries
Carol Shepstone – special libraries
Clint Reddekopp – school libraries
Yvonne Albers – school libraries
Tej Harrison – post-secondary education libraries
Alison Peel-Nussbaumer – post secondary education libraries
Anne Craggs – public libraries
Marjory Rookes – public libraries

The Committee’s first meeting will be in June. It will prepare a pilot for this fall.

Hélène gave a power point presentation on EDD at the SLA/SLTA Multitype Inter-Library Loans meeting in May.

Sharon noted that Ariel electronic document delivery software requires a dedicated computer IP address. She recommended that the Board and the EDD Committee keep this in mind when testing products. The Board suggested that there might be a way to batch transmissions on a dedicated server (perhaps the Provincial Library server).

6. Other

The Board thanked Colleen Warren for her contributions to Multitype and wished her well in British Columbia. You will be missed Colleen!

Communique – next issue should incorporate the Multitype logo, a brief statement of the concept of multitype, and other elements mentioned in yesterday’s minutes.

The meeting adjourned at 1:25 p.m.