1. Approval of Agenda and Minutes, Communiqué

**Agenda** -- A revised agenda was distributed and approved as amended.

Merrilee reviewed the objectives of the meeting:
- To receive the report of the Public Relations Committee.
- To receive a report from Hélène about Saskatchewan Learning's meeting with sector partners to discuss strategic planning.
- To consider a request for the MLB to co-ordinate co-operative licensing among smaller groupings of libraries.
- To review plans for the Multitype AGM February 2003.
- To share information on important developments in sectors and issues arising.
- To share reflections on what it has been like to serve on the board and provide suggestions for orienting new board members.

**Minutes** -- The minutes from the September 20, 2002 board meeting were approved as distributed.

**Communiqué** -- It was noted that the communiqué does not always transmit properly when it is e-mailed as an attachment in Rich Text Format. Some board members found strange text in the document when they opened it. It was suggested that Provincial Library use Portable Document Format (PDF) rather than Rich Text Format (RTF) when sending the communiqué.

2. Round Table of Important Issues from Sectors

**Special Libraries** -- Susan provided an update from the special library sector.
**Issues Arising**: The special library sector has been active in organizing training sessions. They have already had sessions on live electronic reference, PDAs (Personal Digital Assistants) and Intranets. They are planning a session on marketing your special library. Many of these sessions are "virtual seminars," live broadcast seminars organized through the Special Libraries Association. These seminars can also be ordered as kits that include an audiotape of the seminar with accompanying power point presentations. The kits can be purchased and then re-played and loaned to libraries. Some special libraries are also utilizing distance seminars available through library schools such as College of DuPage. It would be useful if these types of events were more comprehensively promoted to all library sectors. It would also be useful to share information about kits and distance education seminars that are available. This type of information should be consolidated on the Saskatchewan Libraries web site. Susan Powelson volunteered to co-ordinate.

**Public Libraries** -- Audrey and Merrilee provided updates from the public library sector.

**Issues Arising**:

Interlibrary Loan System. The public library sector continues to implement the new interlibrary loan (ILL) system, *Resource Sharing System (RSS)* by EpixTech. This system will replace Interlend. The intent is to extend RSS to other types of libraries, in addition to public libraries. What process would be useful for informing other types of libraries about this opportunity? Responses included:

- It would be useful to inform the University of Regina Libraries, the University of Saskatchewan Libraries, and SIAST Libraries as soon as possible, because these libraries are currently seeking ILL solutions. UofS is partnering with the Council of Prairie and Pacific University Libraries (COPPUL) on an open source ILL software, but it would be useful for them to be aware of the opportunities offered by RSS.
- Special libraries may be interested in RSS if it would enable them to offer patron initiated requests.
- The RSS product should be functioning before broad usage by the library system is promoted.
- Hold a workshop day in conjunction with the MLB AGM in which libraries can showcase their products.
- Include information on RSS in the MLB Communiqué.
- Send information to potential partners via e-mail.

Joint Facilities (school and public libraries). Merrilee distributed a copy of a letter that the Saskatchewan Library Trustees Association (SLTA) had sent to Members of the Legislative Assembly concerning the issue of combining public and school libraries that came up in the legislature this summer. Merrilee also distributed a copy of the SLTA home page and noted that the SLTA's 1995 report on joint public and school libraries is available in the documents section on SLTA's site ([www.lib.sk.ca/slta](http://www.lib.sk.ca/slta)). Joy also distributed a copy of Provincial Library's document on joint venture libraries. Provincial Library encourages libraries to engage in dialogue with other agencies in their community in order to build trust relationships and mutual awareness.
Northern and Native Residents -- Valerie provided an update.

*Issues Arising:*
It would be useful to create a visual tool that represents all of the different types of libraries and library organizations and their relationships with one another. This kind of tool would be useful for helping people outside of the library sector to understand the library sector. It should be as short as possible and printable. It would also be useful to have a list of acronyms used in the library sector and what they mean.

Post-Secondary Education Libraries -- David provided an update from the post-secondary education library sector.

*Issues Arising:*
University libraries involved in the Canadian National Site Licensing Project (CNSLP) have recently discovered that they may receive a refund for PST they paid on their libraries' electronic subscriptions. CNSLP has been self-assessing PST since the start of the project. Now, their tax advisors have recommended requesting a refund on the basis that PST is not applicable to libraries' electronic licenses. This development should be noted for MLB's initiative concerning PST on electronic subscriptions.

Information Providers -- Hélène provided an update.

*Issues Arising:*
Saskatchewan Industry and Resources is undertaking a project to provide their Community Profiles (formerly print publication) online. The online profiles will include Geographic Information Systems on agencies in communities. Currently libraries are not included in the Community Profiles. A discussion ensued in which board members agreed that it would be useful to include information on libraries in the Community Profiles. Board members asked that Hélène and Provincial Library pursue this with Industry and Resources.

Saskatchewan Library Association -- Carol provided an update from SLA.

*Issues Arising:*
SLA has chosen a recipient for the Saskatchewan Libraries Education Bursary. Details around a news release and awards ceremony are next steps (see #9).

Provincial Library -- Joy provided an update.

*Issues Arising:*
Provincial Library has been invited to attend a workshop that Saskatchewan Learning is organizing for Resource Based Learning Consultants, March 13, 2003. They would like a presentation of MLB's Library Co-operation Matrix and some information on the Gateway product. Provincial Library has drafted some ideas for an interactive session and will follow up with the school sector representatives to coordinate this presentation.
Melissa provided an update on Provincial Library secretariat support to the board.

Issues Arising:
Regarding PST on libraries' electronic subscriptions, aggregate data has been supplied by the public, post-secondary education, and special library sectors. Provincial Library will work with the school sector representatives to identify aggregate school library data. The next step is to conduct research on the current practice across Canada.

3. Public Relations Committee Report

Multitype Library Board Name -- Audrey reported that the Public Relations Committee considered the question of whether the Multitype Library Board should change its name. She reported that the committee compiled a number of suggested new names. The committee also noted that since a name change would involve opening up The Libraries Co-operation Act, the board should consider other amendments that may be appropriate and address these at the same time. The board reviewed the suggestions.

Decision:
Accept the suggestions. Create a short list (each board member to pick their top three preferred names). Refer to the new board to consider at the April meeting (includes consideration of other changes that may be desirable to the legislation). Address the question of a name change at the AGM.

Committee Report -- Audrey distributed copies of the Public Relations Committee Report. The board reviewed the report. Board members expressed appreciation to the committee for its work. The board noted that there are many exciting ideas in the report. There are many initiatives identified that have exciting partnership potential.

Decision:
The board tabled discussion of the report to the April meeting to allow board members time to review it. Provincial Library will refer the report to the Web Site Committee that manages the Saskatchewan Libraries web site, since many of the recommendations pertain to web site development. Members of the AGM planning committee noted that they have made room for the Public Relations Report on the AGM agenda.
4. Next Meeting Dates

An orientation session for new board members will be held sometime in January, pending
the appointments by the Minister. All board members are welcome to attend this
meeting. Provincial Library will advise board members of the meeting date when it is
determined.

The Multitype Library Board AGM will be held Thursday, February 27, 2003.

The next meeting of the MLB will be April 3-4, 2003.

The board adjourned for lunch. Merrilee took leave of the meeting.

5. Saskatchewan Learning Strategic Planning Meeting with Sector Partners

David began chairing the meeting in Merrilee's absence.

Hélène reported back on the strategic planning meeting. The two purposes of the meeting
were to review the draft strategic plan for Saskatchewan Learning and to talk about the
possibility of developing a sector plan for learning.

In response to Saskatchewan Learning's strategic plan, participants indicated that
generally it looks good; priorities should be on Aboriginal people, rural Saskatchewan,
the innovation agenda, and special needs students. Participants also said that
Saskatchewan Learning should stress its leadership role in learning and its work with
partners to achieve learning goals.

In response to developing a learning sector plan, partners are receptive to a meeting of all
learning partners to develop a strategy for how they can participate. This is targeted for
mid-January.

Bruce Cameron represented public library directors' at the strategic planning meeting. He
articulated that public libraries play roles beyond learning in that they have a role in
cultural and recreational enrichment. He also spoke to the issues around public library
and school libraries sharing facilities.

Questions for MLB are:

a) Is the Multitype Library Board interested in participating in the sector plan, from the
   perspective of putting forward the library co-operation agenda, building awareness of
   libraries in the learning sector, and identifying partnership opportunities?

b) What is MLB's position on the priorities mentioned (i.e. Aboriginal people, rural
   Saskatchewan, innovation agenda, and special needs)?
**Decisions:**
Yes, the Multitype Library Board should participate in strategic planning for the learning sector. It is important to influence this high level planning. It is a useful opportunity for raising awareness of the roles that libraries play. It was noted that the board should be careful about clarifying its role; i.e. that it represents co-operative library initiatives rather than individual library sectors. It was agreed that the Chair and Vice-Chair of the board are the most suitable representatives to attend the meetings. Hélène will function as alternate. Regarding MLB's position on the priorities, MLB has raised these same issues as priorities in its discussion paper, so MLB is well positioned to support them.

6. Multitype Database Licensing Program Update

Susan reported that the Library Services sub-group of the Saskatchewan Academic Health Sciences Network is investigating consortia licensing of electronic resources for health libraries in the province including health libraries at the universities, provincial government, health districts, and SIAST. They are looking for an efficient way to administer the licenses and would like to know if this project could come under the umbrella of multitype.

Marilyn reported that the request was submitted to the Multitype Database Licensing Program committee for consideration. The committee determined that they do not have the mandate to manage the health sciences licenses because they believe their role is to manage licenses for province-wide access. They referred the question back to the Multitype Library Board.

**Question:** Is there a role for the Multitype Library Board to co-ordinate consortia licensing for small groupings of Saskatchewan libraries?

A discussion ensued including:
- This work falls under the mandate of multitype because it involves more than two library sectors.
- Specialized databases are of interest and value to all Saskatchewan residents. It would be very useful to investigate province-wide licenses to specialized resources.
- Provincial Library is the appropriate institution to co-ordinate this work.
- Provincial Library does not currently have sufficient staffing to take on more database licensing co-ordination.
- Capacity should be built at Provincial Library because this work is important.

**Decision:** In principle, the Multitype Library Board supports multitype co-ordination of database licensing for smaller groupings of libraries with the preference that licenses be extended for province-wide access if the cost is reasonable. In principle, the Multitype Library Board believes that it is appropriate for the Provincial Library to take the lead role to co-ordinate this work because it is the secretariat for the Multitype Library Board, has a role in co-ordination work (no other institution plays this role), and has built the
expertise to negotiate consortia licenses. It was noted that Provincial Library may not be able to absorb the extra work load, given staffing constraints. Board members indicated that it would be useful to have a better understanding of the staffing capacity of Provincial Library, as secretariat to the board, and suggested that Provincial Library share some information about this at the next meeting.

Marilyn provided an update on the activities of the MDLP committee. The committee is currently investigating a product to replace EBSCO Canadian Newspaper Source (CNS), since CNS will be unavailable after January 1, 2003.

7. Board Appointments Update

Melissa provided an update on the process for board rollovers in December. Minister Melenchuk has approved of the strategy to provide representation from Aboriginal libraries and the archives community. Both of these positions would be filled under section 4(4)(d) of the legislation (the ability to appoint "one or two other persons" to the board).

Melissa also reported that as part of this round of rollovers, Provincial Library reviewed the processes it uses to consult with the sectors to identify suitable candidates for board members. It would like the board's advice concerning this consultation process.

Question: Are there individuals or groups in the broader learning sector with whom we could consult in the future regarding candidates for new board appointments?

Feedback: The current consultation groups are sufficient and appropriate because they are the most knowledgeable about the library field. It is important to consult with individuals who are actively involved in the library field and are knowledgeable about the skill sets and expertise of librarians. Board members also expressed confidence in the role of Provincial Library in the process.

8. Reflections from Board Members

David thanked board members whose terms will be completed on December 31, 2002: Sharon Doepker, Janet Merkosky, Valerie Laliberte, Bob Foley, Audrey Mark, and David Fox.

Board members reflected on their experiences being a Multitype Library Board member and provided suggestions for orienting new board members.

Reflections on experiences included:
- Very good experience to be on the board. Learned about other library and information sectors.
- The board is doing good work.
- Most challenging part is creating dialogue with the sector.
- Pamphlets and information materials are very useful for communicating with sector.
- Would be helpful if board members had an email list for libraries within their sector.
- It is challenging to serve on the board without a background in libraries. The board is heavily focused on issues familiar to people in the library field. It can be difficult to understand the jargon and acronyms.
- Board meeting in La Ronge was a highlight. The board should continue to hold meetings in other locations that offer learning experiences for board members. Tisdale, Stony Rapids, and North Battleford were mentioned as possible locations to visit.
- Would be useful to travel the province, meet with community groups, and showcase what multitype is doing.
- Would be useful to receive board meeting agendas two weeks in advance of the meeting so that there is time to do some advance consultation with the sector.
- Is might be useful to brainstorm some key questions that board members can ask their sector in order to get input on future plans for multitype.

Orientation for new board members could include:
- Discussion of the key issues the board is working on and the issues coming up.
- Discussion of the importance of communicating with one's sector and methods for doing so.
- New board member one-on-one discussion with the former member and the other representative for his/her sector.

9. Multitype Annual General Meeting Planning

Joy reported that the AGM Planning Committee (Merrilee, Susan, Joylene, Melissa, Marilyn) met. She distributed a copy of a draft AGM agenda. A discussion ensued.

- Introduction should include highlighting the discussion paper.
- Group work would be easier if index cards are used rather than flip chart paper.
- Facilitator should provide guidance to the groups about the question. Should groups identify co-operation across sectors or within sectors? Leave it open-ended; could be either. The prioritization exercise should be framed so that people identify the projects most important for multitype co-operation.
- Hold a workshop the day before or after the AGM in which libraries can showcase services, projects, etc. to the library community.
- May want to highlight the Minister's Advisory Committee on Library Services for Aboriginal People report as well.
- The MDLP committee will plan group work concerning database licensing.

Decision: The board recommended holding the AGM in Saskatoon, possibly at Waneskewin.

10. Bursary Award Ceremony and News Release
Carol reported that SLA has chosen a recipient for the Saskatchewan Libraries Education Bursary and it is interested in arranging a joint news release and presentation ceremony with the Multitype Library Board. Board members agreed that a news release and presentation ceremony is a good idea. The board proposed organizing the presentation during the SLA AGM on April 11, 2003. The board asked Provincial library to work with SLA on a joint news release.

11. Other Business; Next Meeting Dates

Next meeting dates were reviewed:

- Orientation session in January; date to be determined.
- AGM February 27, 2003 (likely at Wanuskewin in Saskatoon). Advise absent board members and then put in the Communiqué.
- April 3-4, 2003 board meeting.

The meeting adjourned.