Thursday, November 20, 2003

Present: Merrilee Rasmussen (Chair), Rian Misfeldt, Joylene Campbell, Phyllis Lerat, Audrey Mark, Hélène Stewart, Stephanie Olson, Susan Powelson, Brenda Kondra, Lalita Martfeld, Marilyn Jenkins (Provincial Library Staff), Amy Rankin (Provincial Library support staff), Julie Arie (Provincial Library Staff), Susan Neden (strategic planning facilitator), Lynn Oliver (Saskatchewan Learning Exchange).

Regrets: Cheryl Avery, Frank Winter, Carol Shepstone.

1. Welcome

   Brenda, Vice-Chair, welcomed everyone.

   Agenda – The agenda was approved with the following amendments:
   - The Saskatchewan Library Association (SLA) conference discussion was moved to Friday after the AGM planning section.
   - A review of Susan Neden’s changes to the Strategic plan was added to Friday.
   - Friday afternoon coffee was moved to after the Round Table

   Objectives -- Brenda reviewed the meeting objectives:
   - To decide whether to sponsor a session at the SLA conference
   - To finalize the Strategic Plan
   - To decide whether to participate in a proposal for a Saskatchewan Learning Objects Repository
   - To plan the digitization session
   - To receive a report from the Promotion Steering Committee.
   - To decide how to reflect the Haycock report in our documents
   - To plan for the Board’s AGM in February
   - To hear a report from the Database Licensing Committee
   - To select a New Board Chair

   Minutes – Amendment to the minutes of the September 25-26, 2003 meeting:

   Susan Powelson reported on the SHLA Taskforce to the Academic Health Sciences Network. The Taskforce’s proposal was successful and funding will be rolled out over a 3 year period to provide electronic resources ultimately for all healthcare professionals in Saskatchewan. These resources will initially be made available to three "hub" health regions: Saskatoon, Regina and Prince Albert.

   Minutes were approved as amended.
2. **Board Business**

**Multitype Library Board Appointments** – Joy reported on the appointment process.

The submitted names will be sent to the new Minister. The Minister’s Order will then be prepared.

**Merrilee assumed the Chair.**

**Recruitment and Retention (8Rs Study)**

The Board had an in-depth discussion about recruitment and retention in Saskatchewan with relation to the 8Rs report. Three main issues came out of the discussion: the need for Saskatchewan data, the possibility of newer or younger librarians on the Steering Committee and the possibility of including school libraries in this research.

**Decisions:**

Send a letter to Ernie Ingles inquiring about the possibility of getting Saskatchewan statistics and involving a younger person in the research and including school libraries in the research.

Helene will send an email to the Board about the initiatives from the Federal Treasury Board and PSC.

It was agreed that this discussion be continued at another meeting once everyone has an opportunity to read the complete document.

3. **Strategic Plan**

The Strategic Plan required a few minor changes:
- Add the full quote suggested by Audrey to page 6
- Remove the extra “the”s in the second bullet on page 7
- On page 8: remove the bottom section of the second quote; remove the sitcom suggestion
- On page 10: replace the second half of the introductory sentence to the bullets on page 10 with “moving on The Way Forward”; pluralize library and add “Cite the evidence showing the value of libraries” to the first bullet; change “the” to “a” in the second bullet

Susan made the requested changes and the Strategic Plan was accepted by the Board. The Board would like to send it to the Minister, John Law - Chief Information Officer, Public Library directors across Canada and to the sectors. It is to be added to the Saskatchewan Libraries Website. Audrey will present the Strategic Plan to the Library Director’s meeting on December 2.

4. **Saskatchewan Learning Initiative (Learning Objects Repository)**

Lynn Oliver gave a presentation on the creation of the Saskatchewan Learning Initiative including a description of the two-day workshop they had to involve other players and to discuss the issues and questions of a learning objects repository, which resulted in the creation of the Saskatchewan Learning Exchange Initiative. They decided that there was a need to share best practices and to build a critical mass so that a number of resources could be easily shared, and adapted.
Lynn asked the Board to discuss the question “Why do we need a Learning Objects Repository?”
The Board discussed the question and listed a number of issues, including:

- Training and Promotion (how to get this out to people – eg. Teachers)
- Technology – eg. bandwidth
- Standards and tagging challenge

The Board was supportive of this concept and endorsed the project. It was agreed that support for this concept was consistent with the goals and objectives of the new strategic plan. There was a suggestion that a teacher-librarian be on the committee and this will be looked into. There was also a suggestion to have a representative from the North. It was acknowledged that the composition of the Committee might evolve as a result of input from various potential partners.

5. Digitization Session

The Board heard that SLA is considering having a session on digitization, so they decided to offer to work with the SLA. Audrey will communicate with Barbara Nelke about this joint session. It was decided that there was a need for an advisory committee to work with Amy in preparation of this session. The Board suggested the following people to serve on the Advisory Committee: Frank Winter, Helene Stewart, Julie Arie (resource), Cheryl Brown, Naomi Kral, Cheryl Avery and Amy Rankin.

The Board developed the goals of the session:

- Consult with libraries, archives and other information providers (e.g. museums) re: the Digitization Report.
- Develop a common base of knowledge about digital copyright and digitization standards (Bring the two days together by Frank Winter).
- Bring partners together to discuss ways in which their digital content interests overlap.
- Co-operate to enhance capacity and outcomes.
- Design a process to design a province-wide digitization strategy.

The Board drafted goals for the Advisory Committee:

- Ensure the key people are at the session (who to invite?)
- Structure the agenda
- Create and distribute preliminary documents
- Pre-identify possible participants on a working group

6. Promotion Steering Committee

Julie Arie presented the Promotion Steering Committee’s terms of reference, including the draft mandate, which is: To promote the values of libraries by creating a promotion campaign that focuses on e-library services; to develop a coordinated approach to raise awareness of the value of libraries that promotes selected e-library services; to promote a positive up-to-date image of libraries and library services. Julie also mentioned the goals of the Committee, including the identification of key messages, requirements, timelines, etc.

The committee will include representatives from the Multitype Library Board, the Gateway committee, the Virtual Reference working group, the Multitype Database Licensing Committee, the Saskatchewan Library Association, the Public Library systems, the Interlibrary loans system,
the Saskatchewan Library Trustees Association, the Learning Communications Branch and the Provincial Library (Chair).

The Board endorses this committee and that it be a multitype project.

The meeting adjourned.

Friday, November 21, 2003

Present: Merrilee Rasmussen (Chair), Rian Misfeldt, Joylene Campbell, Phyllis Lerat, Audrey Mark, Hélène Stewart, Stephanie Olson, Susan Powelson, Brenda Kondra, Lalita Martfeld, Carol Shepstone (by phone), Marilyn Jenkins (Provincial Library Staff), Amy Rankin (Provincial Library support staff).

Regrets: Cheryl Avery, Frank Winter.

1. Haycock Report

Merrilee reviewed the discussion from the last meeting and opened it up for discussion by repeating the same question: “Does this report influence the recommendation about school libraries in the Board’s discussion paper (Saskatchewan Libraries Working Together)? Do we need to update the Discussion paper? How?

Saskatchewan School Trustees Association (SSTA) does not feel that the report is credible because it uses American research and the American curriculum is different. It would not encourage the SSTA to change what they are currently doing. There was a question about the validity of the quote on page 14. Saskatchewan Learning will be asked to verify this information.

The Board reviewed the Haycock report, and considered recommendation 3, page 38: “In order to make decisions based on evidence, that Ministries of Education fund research investigating the effect of school libraries and teacher-librarians on student achievement, literacy and culture.” The Board is deeply concerned that there is nothing in place to measure student achievement in conjunction with the effectiveness of school libraries in Saskatchewan. Among other areas, this research needs to include First Nation students.

Decisions:

The Board decided to refer to the Haycock report in the background information, and to add a second recommendation on page 24, to urge Saskatchewan Learning to initiate Saskatchewan-based research on the link between school libraries and student achievement.

It was agreed that Amy will create a new page for the Board’s Discussion Paper: Saskatchewan Libraries Working Together that will incorporate background information about the Haycock report. There will also be an addition of a second recommendation to the School Libraries section of the Discussion Paper.

2. AGM Planning

The AGM is scheduled for February 12, with a board meeting preceding it on February 11.
The Board developed the Goals and Key topics:

**Morning: Strategic Plan Overview (Present the 4 directions)**

- Break out into small groups to discuss the implications of the strategic directions for their libraries.

**Afternoon: Database Licensing Committee**

- Budget
- Accountability and Relationships
- Communication by sector (breakout groups)
- Communication of common issues and trends to set future directions
- Products and services
- Financial Report
- Strategy to deal with surplus(es)

**Other topics to be included throughout the day**

- Promotion Committee (initial report)
- Updates on Discussion Paper
- Update on Saskatchewan Libraries Website developments
- Report/Announcement on digitization session
- Update on new Board members

3. **Saskatchewan Library Association (SLA) Conference**

The Board was asked to consider the issue of sponsoring or hosting a session at the SLA conference. Several existing session topics were mentioned and additional ones were suggested by Board members.

**Decision**

It was decided to host a session on interoperability standards. Carol will discuss this idea with the SLA committee. Helene will contact Jane Stewart as a possible speaker for the session.

As a backup, the Board decided that the Aboriginal library services panel session could be supported as a multitype library session because it includes speakers from more than one sector. If so, it was suggested that a teacher librarian could be added to the panel.

4. **Database Licensing Committee Report**

Marilyn reviewed the statement of financial activity of the Database Licensing Committee and explained that this is not an audited financial statement. The Board approved the Communique that was written as a communication tool to the partners. The report ended with a review of the Cochrane Library Database. Marilyn distributed a copy of the Cochrane Library province-wide project outline. The Health Quality Council (HQC) has approved a province-wide license for multitype partners. Susan gave a description of the databases and of why it is called the Cochrane Library Database. The Cochrane Library of Systematic Reviews is the result of international evidence-based research on medical topics and is the best single source of reliable evidence about the effects of healthcare.
Decisions:

- The statement of financial activity is acceptable to provide to the partners.
- The Communique is an effective communication tool that ties the Multitype Database Licensing Committee to the Multitype Library Board.
- Invite the Database Licensing Committee to the February 11 Board meeting to ensure communication between the two groups. The focus of this meeting will be the development of a strategy for dealing with surplus(es). A document needs to be created from this meeting that discusses the background, the roles and relationships and the strategic options for surplus(es) to be taken forward to the AGM
- Susan will speak about the Cochrane Library Database at the AGM, and write an article for SLA Forum.

5. University of Regina Librarian

The Board had a discussion about the appointment of a non-librarian as the University of Regina Librarian. It was decided that the Board revisit the idea of promoting librarianship as a profession.

6. New Board Chair

There was a need to appoint a new Board Chair and Vice Chair as Merrilee is not eligible for reappointment and Brenda expects that she will not be on the Board after January. The Board appointed Frank Winter as Board Chair and Carol Shepstone as Vice Chair.

7. Round Table – sector by sector

Special Libraries -- Susan provided an update from the special library sector.

Susan reported that the Academic Health Sciences Network and the Saskatchewan Health Library Task Force are responsible for the creation of a proposal to give access to all health care practitioners by 2005. This is a three-phase project. They had a working group that came up with the terms of reference, funding, etc. Susan also mentioned that two new health librarians in the Health region and one new librarian at the University of Saskatchewan health sciences will be hired.

The downside in the health sector relates to the joint job evaluation for health practitioners. Librarians did not do very well in this job evaluation, but they have submitted for reconsideration. This has implications for recruitment and retention in this sector.

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

Audrey presented a number of issues including the Library Book Rate. There has been some lobbying going on about keeping the Library Book Rate. She mentioned the implications of the Provincial Library server move, which meant many of the services were inaccessible for a number of days. There are two library systems that aren’t participating in RSS. The focus is getting RSS and RPA to the point of being ready for use by the public.

Merrilee added that the library trustees are concerned that support for libraries comes mainly from the property tax base. The issue of a shrinking tax base raises the issue of a need for more
provincial funding that is not based on the tax base. Merrilee reinforced the concern of a possible loss of the Library Book Rate. The Multitype Library Board is deeply concerned about the loss of the Library Book Rate since it is an issue that affects all types of libraries and it supports equitable access to information. It was agreed that the Multitype Library Board would write a letter to the Minister of Heritage Canada with their support for the Library Book Rate.

Aboriginal Libraries-- Phyllis provided an update.

Library Services for Aboriginal Peoples has received funding for an Aboriginal story telling week in February. They have also arranged for an SLA pre-conference about elder protocol.

They have applied to have the International Indigenous Librarians Forum in Saskatchewan in 2005. This means that the previous host country (US) would bring the Maori stone to Forum in Saskatchewan and then it would be taken to Australia for the next one. Phyllis hopes to have a decision by the next meeting, which allow the Board to decide if they want to do something in conjunction with the Forum.

Post-Secondary Education Libraries – Rian provided an update.

Rian restated their concern of a non-librarian being appointed as University Librarian at the University of Regina. Rian noted that there was continued demand for more digital content and that consortia are still important. He raised the issue of recruitment and retention and noted an interest in the hirings at the University of Saskatchewan Health Library. Rian stated that SIAST is looking at aboriginal strategies to ensure their needs are met. He also mentioned the connection between information literacy and life-long learning.

Information Providers -- Hélène provided an update.

Hélène mentioned the Provincial document: An Overarching Personal Information Privacy Framework for Executive Government and questioned the implications for libraries. This should be discussed at a later meeting. The Department of Justice is putting the Access directory to Freedom of information online via the government web site. This allows for a significant improvement for the ability to find and retrieve information. They are currently working on funding issues and details.

Saskatchewan Library Association -- Carol provided an update.

Carol gave an update on the SLA conference, including some session names, such as Writing for the profession, How to be a good board member, etc. She also mentioned that Tim Wynne-Jones is the Mary Donaldson Memorial Lecturer. Carol noted the need for executive members for SLA to fill the current vacant positions.

School Libraries – Stephanie and Brenda provided an update.

Stephanie announced that Saskatchewan Learning has purchased a license for Media Awareness Canada, who provide presentations on information and the Internet, including Safe Passage; Kids for Sale; Fact or Folly; and Parenting the NetGeneration. Deirdre Crichton of Parkland is responsible for discussion with SaskTel about paying a license on behalf of public libraries. Stephanie also stated that those within Sask Learning who are responsible for teacher certification have created additional certification for those who meet the requirements. Teacher librarians are now included in this. The Board was pleased to hear this seeing as this indicates department
support for the Board’s recommendation of “the Province is encouraged to support education and training for resource centre staff” in the Board’s Discussion Paper: Saskatchewan Libraries Working Together. Stephanie announced that she has received the new certification.

Brenda announced the name change from the Saskatchewan School Trustees Association to the Saskatchewan School Boards Association. There is a reorganization after the convention, which results in a decrease of regional representation, but an increase in special representation from francophone, Catholic and Aboriginal groups. The current focus is on student achievement, Aboriginal education and the SchoolPlus program. There was an amalgamation of school boards, which will mean a drop from 100 to 80 school boards.

**Provincial Library --** Joy provided an update.

Joy provided a review of the E-library services website coordination meeting of November 19. The purpose of the meeting was to get input from the website coordinators at the various libraries on the design and the result of the meeting was support for the design with some feedback and suggestions for improvement. A working model will be presented to the Library Directors’ Meeting on December 2, and if approved, Provincial Library can proceed with implementation, which will include focus group testing. Joy distributed invitations to the Board for the 50th anniversary of the Provincial Library on December 2, 2003.

8. **Farewell to Board Members**

Merrilee announced that neither she, nor Helene are eligible for reappointment.

Audrey presented Merrilee with gift on behalf of the Board and thanked her for her efforts as Board Chair. Merrilee in turn thanked the board and Helene for their hard work. She stated an appreciation of the coordinated role that Provincial Library and the other libraries in Saskatchewan have.

9. **Wrap-up**

The AGM is set for February 12, 2003 in Regina. A board meeting will be held on February 11, 2004.

Communique – include September communique items; highlight the strategic plan; outline the AGM; announce the digitization session; announce the MLB session at SLA conference; farewell to parting Board members; new Chair and Vice Chair.

**Meeting adjourned.**