### Agenda Item

**Welcome**
- Introductions
- Approval of agenda and minutes

Frank welcomed the Board.

- The agenda was approved as distributed

The minutes from the November 8-9 were approved after amending them to note that it is essential for Saskatchewan Learning to ensure that there is at least one teacher-librarian per division and there is a short window of opportunity. There is an election in June for new school division boards who will begin their term in January 2006 for a four year term.

- Publish minutes on the Saskatchewan Libraries Web site.
- Send a letter to the Minister, Regional Directors, LEADS and Saskatchewan School Boards Association

**Action Plan**

The Board contemplated the Discussion Paper and the Strategic plan when discussing the Action Plan. Items on the previous action plan that were not completed were move to the heading Future in the action plan for 2005-06.

There was some discussion around the creation of a political structure document. It was stated that this document could be used as an orientation tool for new Board members. This could also be used in conjunction with the Discussion Paper and could be useful within the Department of Learning. It was decided that MLB staff could draft a template for the Board members to use to ensure a consistent and complete document.

- Update the action plan (Amy)
- Bring forward the action plan for further discussion at the May meeting.

When discussing Goal One of the Strategic Plan - Actively involve communities of interest and educated members on multitype values and participation standards - the Board brainstormed possible venues for this. Some ideas about how to develop the multitype system included:

- Visit the sectors, for example, visit the school divisions to talk about the importance of the
multitype system;
- Invite the media to next year's AGM;
- Have the Minister give credit to the Multitype Library Board for the Cochrane launch;
- Have a museum representative come to a Board meeting to talk about digitization in the museum community;
- Connect with the Canadian Archivists Association and the Canadian Museum Association meetings in June;
- Talk to other library associations to generate interest;
- Approach CLA to portray the Multitype Library Board as a model;
- Have a canned presentation readily accessible for any board member to use;
- Participate at the International Indigenous Librarians Forum.

The discussion about Goal Two - Research and document emerging issues facing the partners and develop strategies to address - concentrated on the recruitment and retention issue. The Board discussed Prior Learning and Assessment Recognition (PLAR) to address training issues, especially with respect to Northerners. It was decided that there is a need to contact the SIAST advisory board to inform them that there is a training need for library technicians in the North and that there is no way to address this need in the province.

The Board identified that the Gateway should be expanded to include libraries other than public libraries.

See the action plan for the timelines attached to each item.

<table>
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<th>Discussion Paper</th>
<th>A number of new changes were made to the Discussion Paper were reviewed. The Discussion Paper will be brought forward to the May meeting.</th>
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<td>Lois will bring information about Community Net to the May meeting.</td>
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| **Round Table Sector Reports** | As an introduction to the joint meeting between the Multitype Library Board and the Multitype Database Licensing Committee, Frank asked the Board to provide their sector reports.  
  
**Public Library Sector (Audrey Mark, Isabelle Butters)**  
  
The public libraries are happy with the current level of databases at the current cost. They are, however concerned with the lack of use of the databases by the public. Public libraries are concerned about promotion in relation to the databases. They are also interested in examining the possibility of sector licensing of databases, with MDLP to handle the financial side with the B01 account.  
  
There is a critical need to maintain the library book rate to ensure accessibility for all. The Saskatchewan Library Trustees' Association (SLTA) is preparing a letter for libraries to complete and send to their MPs. There is also concern about the Copyright Act, specifically the proposed fee for electronic copying. There will be a resolution regarding the Copyright Act at the Saskatchewan Library Trustees Association proposed.  
  
The brief to the Minister from the SLTA addressed the role of libraries in the community and the need to continue funding libraries, in particular e-library services.  
  
**Post-secondary sector (Rian Misfeldt, Frank Winter)**  
  
Recruitment is still a concern, especially with the number of vacant positions at the Universities and SIAST. The nature of public service is changing – e.g. both universities have IT help desks to handle technical queries. The use of space at post-secondary libraries is changing.  
  
SIAST is currently looking at ways to expand their services. They are looking at federated searching as a way to address training concerns and ease of use.  
  
There are many concerns over the electronic resources. Many students are not aware of what the post-secondary libraries offer in terms of electronic resources. There is a concern that these databases will not be available in 50 years. Long-term preservation and accessibility of the electronic resources are a concern. |        |
Students do not want to enter the library. The library becomes accessible via course information, which means that the library becomes invisible while serving their client-base.

The library users are using Amazon (inside the book) and other such tools, which mean the library professionals need to start using the tools so as to better serve the client base.

Proposed changes to the copyright legislation mean that users may lose in the digital environment and libraries may lose in the print environment.

School Libraries (Lois Smandych)

School libraries are in dire straits. It is a critical time for school libraries, especially with the school division restructuring. Lois said that it was her goal to convince the Saskatchewan School Boards Association of the need to have at least one teacher-librarian in every school division.

Audrey Mark reported that the Prince Albert Grand Council did a review of their school libraries and recommended that each school have a teacher librarian. They understand that training is necessary and are putting some funding behind this.

Special Libraries (Lalita Martfeld, Angela Battiste)

Special libraries are attempting to deal with resources and items that they currently have. For many, database management is not even on the horizon. There is a need for training across special libraries to ensure that staff realize the importance of existing resources and the need to make them available.

Special libraries cannot handle requests that require specialized databases as most do not have access to these databases. There is a need to have current information to be credible with the public. There is often a lack of staff resources to support their clients.

Saskatchewan Library Association (Carol Shepstone)

The Saskatchewan Library Association (SLA) conference planning is well underway. Brian Bell (Chair of Canadian Initiative on Digital Libraries) will be speaking about national digital initiatives in the Multitype Library Board sponsored session.

The Saskatchewan Libraries Education Bursary will officially be awarded to David Bindle at the conference.
The Board received the bursary report from the SLA.

The SLA continuing education program has been well-received, with announcements of upcoming sessions often going out in the new electronic newsletter for members.

**Provincial Library (Joylene Campbell)**

The Common User Interface report was taken to the Public Library Directors, who recommended not proceeding at this time, based on the fact that products currently available do not offer the functionality that Saskatchewan already has and most of the products are hosted outside Canada, which creates privacy issues.

The Aboriginal Library Coordinator position was posted and interviews will occur in mid-February. The primary focus of this position will be on the 46 recommendations of the Minister’s Advisory Committee on Library Services for Aboriginal People.

Melissa Bennett will be returning as Manager of the Multitype Library Development Unit on May 2, 2005. Amy will return to her home position to begin work on digitization. Jack Ma will be joining the unit.

**Joint Meeting (Multitype Library Board and Multitype Database Licensing Program)**

Frank reviewed the areas of discussion that occurred at the last joint meeting between the Multitype Library Board and Multitype Database Licensing Committee. These areas included communication and decision-making, future directions/growth of the program, roles and accountability and an “other” category. This meeting’s discussion was focused on future directions and training and awareness.

The meeting began with a round table where the Board members gave their regular sector reports and everyone stated their expectations of the meeting.

There were a number of areas of discussion under the “Future Directions” heading, including subject/sector specific purchasing. The main issue in this area is capacity at Provincial Library to address MDLP subject/sector specific purchasing. There will not be new staff at Provincial Library to address this concern, especially since these specialized databases would not be available to the whole province and would therefore likely not be a department priority.

The Board and the Committee were asked what libraries who wanted specialized databases could do to support this initiative. It was noted that capacity is a problem across all sectors. Suggestions/options
included:

- Sector specific consortia, where there could be training on how to negotiate with vendors. This would also require a way to link people/sectors together to purchase as a consortium. There needs to be a way to administer the funds and the invoicing.
- COPPUL has an associate member category – would they be open to other members?
- Are there other specialty consortia?

Sector specific databases/specialty databases mentioned include:
- Scientific;
- MARC records database;
- Novelist;
- Books in Print/Global Books in Print;
- Car repair manuals;
- EbscoHost Professional Development and their Education database;
- Economic development (Canadian content);
- First Nations (Alexandria Press);
- Enriched content (book covers and tables of contents).

There were a number of important points made in this discussion, including:
- There is a need for current and ongoing survey technology to identify needs, current purchasing, etc. This can lead to a list of who has what to help facilitate identification of content needs, etc.
- Establishing the relationship with the vendors is key to successful negotiations.

The group was then asked if we could extend the program to others (ex. Archives, the business community, etc.). They were then asked how this could work. It was suggested that these types of arrangements could cause licensing issues, especially when dealing with education licenses and then introducing a business.

A possible way to make a connection to the archives and museums communities would be through learning objects and digitization.

The group discussed training and awareness. It was indicated that public libraries do not have adequate training for their staff. Regina and Saskatoon public libraries have some capability internally to train staff, although time is always an issue.

Some suggestions for public libraries included:
- Train the staff and intermediaries, rather than the
users. The information will get to the users in this way.

- Training for branch staff needs to begin with the basics, including how to perform a reference interview.
- Public libraries should collaborate to create the training material and offer the training via Web Train sessions and other distance education methods.

Naomi Kral, Saskatchewan Learning, provides workshops on the databases for schools across the province. For the last few sessions, she has included public library staff in the sessions; and this has been well received.

It was noted that SIAST does regular, ongoing staff training as there is always something to train on. The University of Regina have found that they require training at a level beyond what the vendor offers.

Questions that arose during the discussion:
- Can this be done in a distributed and/or asynchronous way?
- Is there a way to share tools and training material among the sectors?

Frank concluded this part of the discussion by reviewing some possible next steps:
- Get directory of distance education (Polycom locations) locations;
- Participate in the e-library services promotion campaign;
- Take this information to the AGM;
- Create an online tutorial and training material at different levels for all staff to use;
- Create a PowerPoint presentation about MDLP;
- Promotion Ask Us as a service where people can ask for help with the databases.

The joint meeting ended with a discussion about other areas of endeavour. Bulk ordering was another area mentioned for possible expansion. It was decided that this was a question for the AGM. Is it possible to build on existing structures?

The group decided not to pursue the question of disaster planning.

Frank concluded the discussion by stating that the Multitype Database Licensing Program is the flagship program of the Multitype Library Board. He expressed appreciation on behalf of the Board for the Committee’s work.
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| **Correspondence** | The Board received the report about the Saskatchewan Libraries Education bursary from the SLA. There is still an issue of sustainable funding for the bursary. There was a question as to whether it was possible to extend the bursary to teacher librarians. Questions surrounding this issue include:  
  - What needs to be done for certification?  
  - If we do extend the bursary to teacher librarians, what is involved? Do we need a change in guidelines?  
  
  The Board received a request from the Saskatchewan Learning Exchange for a representative from the Board to serve on the committee. This will need to be brought up at the next meeting.  
  
  The Board sent a letter to the Minister of Learning regarding the decline in the state of school libraries in Saskatchewan. The Board received a reply from the Deputy Minister stating that the letter was timely. | - Question of extension of bursary to teacher librarians on a future agenda.  
  - Lois Smandych offered to find out about certification for teacher librarians.  
  - At next meeting, ask Board for a volunteer for the Saskatchewan Learning Exchange committee. |
| **Digitization** | Provincial Library will be hiring a summer student to undertake the project of creating the inventory of digital initiatives in Saskatchewan. This will involve networking with the various sectors and other cultural groups to establish the inventory and to effect interest in developing a pilot project. There will need to be a working group for the Digitization project. | - At a future meeting, take draft terms of reference for a working group to be created in the fall. |
| **Communiqué** | The Board suggested the following inclusions for the Communiqué: Action Plan, Discussion Paper, Joint meeting with the Multitype Database Licensing Committee. It was also decided to combine this communiqué with the one for the AGM. | - Prepare and distribute the Communiqué. (Amy) |
| **Next meetings** | - February 10, 2005 AGM (10:00 a.m. at Wanuskewin)  
  - May 5-6, 2005 Board meeting – Room 1A (Regina – Saskatchewan Learning – Parkway building) | |
| **Adjourn** | The meeting was adjourned.                                                                                                                   | |