**MULTITYPE LIBRARY BOARD MEETING MINUTES**

**March 1, 2007**

**4635 Wascana Parkway — Room 2A**

**Regina**

**Thursday, March 1, 2007**

Present: Julie McKenna (vice-Chair), Mary Chipanshi, Joan Martin, Isabelle Butters (P.M.), Bev Siebert, Lois Smandych, Heather West; Joylene Campbell, Brett Waytuck, Jack Ma, Elgin Bunston (Provincial Library Support Staff)

Regrets: Zenon Zuzak (Chair), Phyllis Lerat, Barbara McNeil, Rian Misfeldt, Mark Vajčner

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<th>Agenda Item</th>
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<td>Welcome &amp; Introductions</td>
<td>Brett Waytuck was introduced as Provincial Library’s new Director of Library Planning and Administration. Brett has oversight responsibility for the Multitype Development Unit and has assumed a leadership role in strategic planning, public library grants administration, multilingual library services and other areas. The Board discussed having four Provincial Library representatives including the Provincial Librarian, a member of the Board, at the table. Provincial Library staff were excused. Attending Board members decided to put off the discussion to the next meeting so that the full Board could consider this issue. The following changes were made to the agenda:</td>
<td>At the June meeting, the Board will discuss the appropriate number of Provincial Library staff members to have at the Board table. Publish November ’06 minutes on the Saskatchewan Libraries website (Multitype Unit).</td>
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<td>- Approval of agenda</td>
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<td>- Approval of November minutes</td>
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<td></td>
<td>The agenda was approved as amended. The minutes were approved as amended with editorial changes on pages 3, 4, and 9.</td>
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**Correspondence**

The Board sent a letter to the Minister of Learning to thank her for the change in legislation that includes library services in the *Education Act.* The Board sent a letter to the major post-secondary libraries, public library systems and Legislative Library asking about their policies and plans for encouraging a representative workforce. The Board Contact Susan Haigh at Library and Archives Canada to indicate the Board’s interest in being part of the national strategy on digitization. Attach a
received several responses to the representative workforce letter. Elgin provided a summary of the responses later in the discussion regarding the representative workforce issue.

National Librarian and Archivist, Ian Wilson sent a letter via email to all participants of "Toward a Canadian Digital Information Strategy: National Summit." The letter recognizes the need for a strategy for a digital Canada. It also states the importance of clearly defining roles for national, provincial, regional and local efforts as well as for the relevant sectors.

Canadian Initiative for Digital Libraries (CIDL) has been disbanded. The executive has pledged its support for AlouetteCanada, as this project is the logical successor to CIDL. [http://www.collectionscanada.ca/cidl/040021-406-e.html](http://www.collectionscanada.ca/cidl/040021-406-e.html). The Multitype Development Unit will continue to monitor the national groups and report to the Board about their roles and initiatives.

There may be a need for a special Board meeting with the Saskatchewan Digital Alliance (SDA) this year or for the SDA to join part of a Board meeting. Communication with this group will help the Board maintain awareness of national digitization strategies and trends in this field. Mark will report to the Board on SDA business at each Board meeting.

### Business Arising

**Saskatchewan Libraries Week (October)**

The Board discussed the possibility of Board representation on the Saskatchewan Libraries Week organizing committee, or planning a Board-sponsored event. The promotion campaign for the mylibrary website began in Saskatchewan Libraries Week 2005. A member of the Multitype Development Unit may participate once it is fully-staffed.

This issue was tabled until next meeting.

**Digitization Pilot Project(s)**

The Board discussed the Saskatchewan Digital Alliance’s recommendations on funding for the pilot projects. The Board was in support of the recommendation to award 80% of available funding to the “Explorations of Saskatchewan Aboriginal Life” project and 20% to the “Culture and Heritage Image Bank of Southwest Saskatchewan” project. Both projects are multitype in nature, have considered preservation, and are committed to demonstrating metadata standards and best practices. “Explorations of Saskatchewan Aboriginal Life” is recommended for the larger share of funding because they intend to digitize several different media and the project team is much more experienced in

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<th>SLA will keep the Board informed about Saskatchewan Libraries Week developments. (Julie)</th>
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<td>Draft a letter from Zenon to the Minister of Learning recommending digitization project funding as agreed. (Elgin)</td>
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| Send a letter from the Board to LAC based on the SDA’s recommendation letter and the content of the Board’s discussion at
this area than the “Culture and Heritage Image Bank of Southwest Saskatchewan” team.

The Board will send a letter to the Minister of Learning to recommend the allocation of the Digitization Pilot Project grant as discussed. The Board recognized the importance of supporting projects with expertise as well as those who will build knowledge during the process of creating a digital collection.

Representative Workforce

There was a round table of introductions. Ardith Stephanson, Marilyn Jenkins, Nina Wilson and Jeremy Fourhorns introduced themselves, as did the Board members and Provincial Library support staff.

**Saskatchewan School Boards Association’s Aboriginal Employment Development Program (AEDP) (Ardith Stephanson)**

The AEDP is a partnership between SSBA, Department of Learning and Department of First Nations and Métis Relations, adapted for the school sector. It hopes to benefit from the experience of other programs, especially SAHO’s successful AEDP.

The program includes a reference committee (an ongoing group that provides information and advice), unions, Federation of Saskatchewan Indian Nations and the Government of Saskatchewan.

AEDP’s goals include enhanced engagement of Aboriginals in the education system, creating a more representative workforce and increasing the pool of qualified candidates from the First Nations and Métis communities. In support of these goals, AEDP would like to see more spaces available in education programs in Saskatchewan.

The library sector does not have an organization comparable to SSBA, yet libraries still form one sector without such formal ties.

**Aboriginal library services (Marilyn Jenkins)**

The Minister’s Advisory Committee on Library Services for Aboriginal People produced a report called, *Information is for Everyone*, in 2001 (the committee is currently developing the next 5-year plan). Recommendation #36 of this report calls for the eight public library systems with largest Aboriginal populations to each “establish and maintain a full-time Aboriginal Library Consultant position, designated for a person of Aboriginal ancestry.” Unfortunately, the cost of implementing these positions was too much for libraries to bear. Recommendation #23 is “that public libraries
encourage employment strategies that promote Aboriginal participation at all levels within the public library workforce.” The Public library planning unit has contacted AEDP and hopes to open a dialogue with the public library board chairs.

Pahkisimon Nuye:áh Library System has an agreement with Red River College for online library technician training. So far, plans to meet the objectives set out in Information is for Everyone have been at the institutional or regional level. The Board might play a role in creating a multitype strategy for this issue where libraries of all types are viewed as one sector.

The Public Library Planning Unit has been in contact with officials from relevant government offices to investigate ways to improve library services for Aboriginal people, including Wayne McKenzie, Aboriginal Employee Development Consultant at Department of First Nations and Métis Relations as well as Doree Bradshaw, director of AEDP.

**Nina Wilson**
Provincial Library has given her the opportunity to develop skills. Many reserves do not have libraries; consequently, children are not exposed to library services. The interest in library services needs to be developed in order for people to seek career paths in library-related fields. Role models are also necessary. Libraries would be most successful on reserves if the library buildings were built for multi-use purposes.

Connections with First Nations communities are also needed in urban areas. Aboriginal people will go places where they feel comfortable. We need to overcome the fear of working with “other” on both sides. Nina is building formal and informal relationships with First Nations communities that will help create an atmosphere of trust for partnerships. She hopes to promote the value of library services in these communities. Nina also noted that oral traditions passed down from elders are an important kind of literacy.

**Jeremy Fourhorns**
Jeremy highlighted the need for a Saskatchewan-based library science education program. The nearest library school is in Edmonton, a very expensive city that presents a difficult lifestyle adjustment for people from reserves.

**Discussion**
Many union leaders want to promote diversity,
including those from CUPE and SGEU, though union members tend to oppose change out of fear of losing their seniority rights. The end of mandatory retirement is also affecting the number of job vacancies opening.

University of Ottawa is opening a new MLIS program, the eighth in Canada. Library schools are at capacity and have little incentive to offer entire programs by distance education. The Board discussed the idea of promoting a cohort of students to pursue distance MLIS education together. The cohort could meet regularly to support each other. The first group would then be able to mentor others who follow their path.

The Board wants to find a way to move forward as a library sector. Perhaps a Board session with the department of First Nations and Métis Relations would be a beginning point. The Board would have to explain how our sector works and be clear that the Board is not an employer and does not represent library employers, which is different from SSBA. Another option for moving forward is for the Board to have guest speakers who have run successful programs that get Aboriginal people into the library.

This issue is one of sustainability for libraries in Saskatchewan. As the Aboriginal population increases, libraries will need to meet their needs. At the same time, rural areas are losing population, putting pressure on libraries to maintain services. Libraries need to reflect the communities they serve in order to bring people in. Related issues such as better salaries and raising awareness of the value of libraries will help recruit Aboriginal people.

The Board believed that we had gathered most of the background information. It asked the mutitype unit to write a background paper on the representative workforce issue that explains our sector’s unique situation, addresses 8Rs, clarifies definitions, includes demographic information and identifies what has been done in other sectors. It should include the 6 points from Nov 06 meeting. This report will be presented to the Board in the fall of 2007.

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<th>Multitype Database Licensing Program AGM Debriefing</th>
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<td>The current MDLP product mix was accepted for renewal, though there was concern about Proquest’s large price increase and their exclusion of special libraries from access to the Globe and Mail. The group agreed to a 3% contribution increase. In the unlikely event of a shortfall, the difference should come from the exchange rate fund. The current surplus will be used for one-time purchases of e-</td>
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<td>Joylene to ask public library directors what clarifications they want in MDLP’s financial reporting.</td>
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<td>Board to send thank you letters to MDLP</td>
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books and other media (especially those with Canadian, French language and Aboriginal content). The MDLP committee will set up a free trial for Global Books in Print (for the partner libraries that do not currently subscribe) to compare it with Novelist. The committee will come to the September meeting with recommendations about The Cochrane Library.

It was agreed that the committee can use accrued interest from the MDLP account for any emergency or product enhancements if the decision needs to be made between two general meetings. There is an ongoing training need but no fund from MDLP account can be allocated for this. There was a suggestion that adopting a budget format for the MDLP would help the decision-making process.

There was consensus on using the evaluation forms for a trial this year.

**SLA Bursary**

SLA’s fundraising committee has been looking at sustainable funding for the Saskatchewan Library Education Bursary. The bursary is a Board priority, though there is no other on-going funding except the grant from Provincial Library. SLA has just moved $1000 into the fund from surpluses of the SLA conference and will add more in the future if there is a surplus. The silent auction at SLA is one idea for generating funds. SLA is planning to contact those library education bursary recipients who received bursaries in 1950 – 1970 asking for donations. This year’s goal is $2000-5000. SLA is considering setting up a Paypal account for online donations. Donations to SLA are tax-deductible.

**Web 2.0 and Library 2.0**

This item was tabled until next meeting when the whole Board will be available.

**Report from the Multitype Library Development Unit**

Jack provided the Board with a draft of the Province-Wide Promotion Campaign Report Summary. Provincial Library will give the Board a final report at the June meeting.

Provincial Library is still in the hiring process for the Information Resources Management Specialist position.

A Web design company has been contracted do an assessment on the Saskatchewan Libraries website. They also created an online survey for libraries to give their input into the assessment. Feedback from the last Board meeting has been helpful in this process.

The Saskatchewan Libraries website is mistakenly

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<td>SLA Bursary</td>
<td>Board Chair can co-sign a letter to recipients of the old bursary with the president of SLA. (Julie and Zenon).</td>
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<tr>
<td>Web 2.0 and Library 2.0</td>
<td>This item was tabled until next meeting when the whole Board will be available.</td>
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<tr>
<td>Report from the Multitype Library Development Unit</td>
<td>Multitype Unit will check the Saskatchewan Libraries website</td>
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called “Saskatchewan Provincial Library” on Google’s search results page.

Saskatchewan Finance has given Provincial Library a set of guidelines for PST exemptions on the MDLP electronic resources. Other libraries can use these guidelines in their own discussions with the Department of Finance.

The competency profile was not completed because our Public Service Commission representative was unavailable during the SGEU strike.

metadata to find the reason for the incorrect Google results and correct it. (Jack).

Publish PST exemption guidelines on Web and get them into SLA forum (Jack).

Logo

SLA publications are generally published in black and white. Adding the Multitype Library Board logo in colour would add considerable expense and difficulty when preparing conference literature.

The Multitype Library Board may approve the use of a black and white logo on a case-by-case basis. The standard logo will be used in colour documents.

The final bullet in the document will be amended and send to the Board for review.

This discussion highlighted the need for a MLB policy manual.

The Multitype Unit will draft a new logo use policy and find a suitable black and white representation of the logo for SLA to use (Elgin).

Look into developing a policy manual for the Multitype Library Board. (Multitype Unit)

Round Table (Sector Reports)

Public Library Sector (Zenon Zuzak, Isabelle Butters)
Regina Public Library and Saskatoon Public Library are developing a partnership by working towards a common software platform, though only at the conceptual stage now. Saskatoon Public Library is setting up public meetings on the opening of a new neighbourhood branch in the Pleasant Hill/Riversdale area.

Saskatchewan Aboriginal Storytelling Week from Feb 5 to 9 was a great success. Nearly 800 people participated in the Saskatchewan Storytelling Week at branches of the Saskatoon Public Library. The week began with a provincial launch featuring provincial and municipal dignitaries as well as some of the week’s performers and presenters. Enthusiastic audiences of all ages enjoyed stories in drama, song, dance and oral tradition. Curtis Peeteetuce, the Library’s Writer in Residence, planned and emceed all of the programs and did the Library proud.

School Libraries (Lois Smandych, Barb McNeil)
The February 2 SSBA meeting reviewed the new regulations to the Education Act, Clause 37(5) pertaining to the responsibility for boards of education to provide school library services. Policies and
standards governing school libraries were discussed.

The purpose of the meeting was to discuss the new Regulations and decide how this information will be shared with school board trustees and school board divisions.

The school reference committee is in the process of developing a new provincial policy on school libraries. A draft will be ready for the March 8-9th meeting.

Lois really enjoyed working on the Multitype Library Board and wishes the Board continued success.

**Post Secondary Sector (Heather West, Rian Misfeldt)**

It appears that Apple is making inroads with Library and Learning Commons computing. Many post-secondary libraries have equipped their spaces with at least a few Macintosh computers. One U.S. education institution (Wilkes) is now equipping their entire campus solely with Macs. Both University of Saskatchewan Library and SIAST Libraries have Macintosh computers already at their facilities.

The trend toward having laptop computers available for borrowing continues at post-secondary libraries.

Post-secondary libraries are still focusing on the facility “space” as they upgrade furniture, relax food and drink rules, and even look at extended service hours.

Lastly, during the past year there has been an increasing focus on harnessing social networking sites (i.e. Web 2.0 technologies) to reach students and integrate into the institution’s community. Expect more development in this area as post-secondary libraries continue to "go" where the students are on the web.

**Archives (Mark Vajčner )**

The Saskatchewan Council for Archives and Archivists (SCAA) is currently looking for a new Executive Director/Archives Advisor. This is a new position replacing the old Outreach Archivist position and will have more responsibility for day-to-day management of the SCAA. A full position description is available at: [http://www.saskculture.sk.ca/jobs/03-16-07_SCAA.htm](http://www.saskculture.sk.ca/jobs/03-16-07_SCAA.htm)

Archives Week 2007 was held February 5 to 11. The week was a coordinated effort by archives across the province to increase awareness of archival resources.
Winnipeg conservator Jane Dalley led a workshop on emergency preparedness. Held in Saskatoon March 9 and 10, the workshop was designed to assist participants in identifying potential disasters in their institutions, and in developing a plan and procedures to reduce risk, respond, recover and resume operations.

**Saskatchewan Library Association (Julie McKenna)**
Saskatchewan Library Week Planning Committee - An invitation for a representative from MLB to this committee is extended.

Saskatchewan Bursary - The SLA Board made a decision to move $1000 from the past fiscal year's surplus to the bursary fund. Fundraising targets have been set for the bursary for the coming year. A decision was made to commit a percentage from the conference surplus every year towards the bursary.

Saskatchewan Libraries Conference - It is noted that both the Literacy for Life Conference in Saskatoon (2nd annual conference of Saskatoon Schools to be held April 30-May 3) and the Saskatchewan School Libraries conference will be held in Saskatoon at the beginning of the week of the SLA conference.

Promotion has been undertaken to raise awareness about the Digitization Workshop, Database Training Workshop and the MLB session on "Building Positive Relationships for Literacy".

There is the possibility of a joint conference May 1-3, 2008 with the Manitoba Library Association in Regina at the Queensbury Downs. This had not yet been ratified by the SLA Board at the time of the MLB meeting.

**Special Libraries (Joan Martin, Mary Chipanshi)**
The Special Library group in Saskatoon is still meeting on a regular basis and using the SLN-L listserv for communication purposes. In November, Heather Acton, Library Manager at Robertson, Stromberg, Pederson demonstrated blog aggregator software and instructed the group on using a blogging tool as an Intranet. Recently, the group discussed best practices with regard to donation policies. Angela Battiste, Information Specialist at Saskatchewan Environment/Saskatchewan Forest Centre presented a case study.

**Public Perspective (Bev Siebert)**
At their February 2007 convention, the Saskatchewan Urban Municipalities Association
(SUMA) passed two resolutions related to libraries. SUMA is requesting increased provincial government funding for libraries (regional libraries). They are also calling for changes to the *Public Libraries Act* that would allow for more municipal input and control over the operation of library branches.

Saskatchewan Association of Rural Municipalities (SARM) has a resolution to be voted on at their convention March 15-16, 2007 that states: "Therefore be it resolved that SARM lobby that Provincial Government to amend the legislation so that participation in a regional library is voluntary, not compulsory." [This resolution was defeated.]

Below is a quote from a letter by Kenneth Sutherland, Chairperson, Southeast library board:

"Southeast Regional Library has just completed a random telephone survey of rural residents in our service area as part of a region wide survey process. Most of the responses are accurate to plus or minus 5 percentage points 95 times out of 100. The responses of those who expressed an opinion illustrate the high regard for public libraries among rural residents. Over 92% of the rural citizens in southeastern Saskatchewan who were surveyed believe the public library use their money well; and 56% believe that taxes should be increased to cover necessary library costs. Just over 99% of survey respondents agreed that a public library is essential for maintaining a productive community and over 79% indicated that something essential and important would be lost should public libraries disappear. Clearly the residents of the rural areas of southeastern Saskatchewan are firmly committed to the regional library system even if the municipal politicians are raising questions about its continued viability."

Regional Libraries have successfully found non-library grant programs at both the provincial and federal level to assist in some of the costs in operating local branches thereby reducing the cost pressures on local municipalities. These grant programs have run their course and we have not as yet found new funding sources. We [library boards] have asked our municipalities to help us in finding additional funding to replace these funding sources and to lobby governments to make additional funds available. It would be inaccurate and misleading to say that provincial and Federal Governments are "withdrawing grant funding."

*Library Services for Saskatchewan Aboriginal*
People (LSSAP) (Phyllis Lerat)
Aboriginal Storytelling Week took place at 93 sites around the province and had more participants than past years. The final numbers have not yet been tallied.

LSSAP will be attending the 5th International Indigenous Library Forum (IILF) in Brisbane Australia, May 31 to June 8, 2007. The Panel Presentation will include a PowerPoint Presentation. LSSAP is working on promotional items, including a brochure and logo, and a group photo. They are formatting the forum proceedings for the 4th IILF.

LSSAP has two upcoming pre-conference sessions. The first, in partnership with Awâsis, is called "Portrayal of Native Americans in Literature for Children" (April 26, 2007 at the Saskatoon Inn). The second pre-conference session, "Meeting at the River--Sharing Indigenous Knowledge" will be held in conjunction with the Saskatchewan Libraries Conference, on May 03, 2007 at the Saskatoon Inn.

Current fundraising activities include a steak night, raffle and a calendar. Future Initiatives include a monograph for library services.

Provincial Library (Joylene Campbell)
No report.

Communiqüé
Items to be included in the communiqué:
- Feb 28 AGM summary;
- SLA has begun fundraising for Education Bursary;
- Board has received advice from the SDA regarding digitization pilot projects and is in the process of making a recommendation to the Minister;
- Update on PST exemption and state where to find more information;
- Sask Libraries website redesign
- Highlight discussion with Ardith, Marilyn, Nina and Jeremy on promoting a representative workforce. The Board reviewed response letters;
- A background paper related to the representative workforce issue will be prepared by the Multitype Development Unit;
- Express appreciation for Board members who have finished their final terms.

Draft and distribute communiqué. (Elgin)

Next Meetings
June 21-22