



newfoundland and labrador
library association

Minutes – Spring General Meeting

Junior Commons Room | Memorial University | St. John's NL

April 28, 2014 | 2:00-3:00pm

Executive Present:

Catherine Lawton, Kathryn Rose, Rebecca Smith, Ryan Lewis, Julia Mayo, Amanda Power, Krista Godfrey

Members in Attendance:

Karen Darby, Keith Hannaford, Kristen Romme, Amanda Tiller, Brent Slade, Jill Charlebois, Katie Lawton, Sheila Roberts, Sue Fahey, Janet Goosney, Beth Maddigan, Jewel Cousens, Liza-Ann Tucker, Victor Hancock, Louise White, Susan Fry, Wendy Rodgers, Colleen Spurvey, Jennifer McVeigh, Jeannie Bail, Victoria Murphy, Emily Blackmore, Melissa Feaver, Lisa Goddard

Chair: C. Lawton

Recording Secretary: R. Lewis

1. Approval of Agenda

Motion to approve agenda moved by K. Godfrey, seconded by E. Alcock.

Agenda approved as circulated.

2. Approval of Past AGM Minutes of May 13, 2013.

Motion made by J. Mayo, seconded by B. Slade.

Approved.

3. Business arising.

None.

Regular Reports

4. President's Report – K. Rose.

Back in 2012, in her president's report, Crystal Rose, stated: "Now, more than ever, our associations have a vital role to play. Associations have many important functions. They can provide opportunities for networking and professional development. But I believe our most important role is that of advocacy. Library associations first and foremost should be a strong voice for libraries and library workers. It is our responsibility to keep our members informed of the issues and challenges confronting libraries, and to advocate on their behalf."

This past year the association has done just that. Maintaining the momentum built during the previous two years, NLLA kept a steady dialogue on library issues with the provincial government and interested parties. There was regular correspondence with the education minister and education critics in an effort to keep libraries on the agenda. We also were able to collaborate and participate with other organization and associations to help raise the profile of the important issues related to libraries and library workers.

In early November, I attended a session at the Halifax Public Library on the Royal Society of Canada's Expert Panel on the Status and Future of Canada's Libraries and Archives. It was a valuable opportunity to present our concerns to the panel, so that Newfoundland and Labrador's library experience is reflected in the final document. It was also beneficial to hear of the concerns from other community members and other associations. While we are unique in several ways, many of the other provinces are facing similar challenges. In addition to attending the consultation, we submitted a report, based on feedback from the membership and the executive.

The similarities in the concerns expressed prompted a few librarians to suggest a meeting of "library leaders", to discuss ways of combining advocacy efforts, and increasing advocacy on a national scale. In March 2014, a Library Leaders Meeting was held, based out of the Faculty of Law at the University of Windsor. A number of executive from library and special library associations across the country participated in two parts of the day-long event via teleconference. There was agreement in principle on the following points: a collaborative advocacy initiative is required that will raise the national awareness of the services and expertise provided by libraries, the formation of a list serv to promote information sharing across associations, and the formation of a working group to begin the initial steps towards the previous goals.

The major advocacy efforts of the association started in November 2013. The executive wrote a letter to Executive Director Shawn Tetford of the Provincial Information and Library Resource Board, encouraging an external operational review of the public library system. The rationale behind this suggestion was to encourage the design of a five or ten year strategic plan, with operational objectives, to better accommodate the 17% decrease in the Provincial Information and Resource Board's budget. Such a plan would outline for the public how the library board would plan for the future of the library system. A month later, the executive was thrilled to receive a response from Mr. Tetford, commenting on his appreciation of the support NLLA has shown for the public library system and the advocacy efforts

over the past few months. He provided background information on an operational review, and his belief that the Government is still interested in conducting an external review. However, after the budget cuts, the Government seemed to lose its momentum from 2013. The board is still committed to an internal review and plans on seeking external feedback as a part of the process. Mr. Tetford states, “The opinions and feedback from our partners, patrons and members of the public are very important to us and in this regard, I will ensure the NLLA is a part of the recommended list of those to consult.” The closure of the St. Lunaire-Griquet Public Library was the first instance whereby the executive started to communicate with the education critics, ministers, and relevant MHAs on a specific issue in 2014. It appeared that the St. Lunaire-Griquet Public Library was closed due to two issues – the retirement of the library worker, and the closure of the school that offered co-location with the library. The material housed at the St. Lunaire-Griquet library was transferred to St. Anthoy, a move that Minister Jackman stated is temporary. He has said that the material will be moved back once they find a space for a new library.

While the closure of the St. Lunaire-Griquet library might have been the appropriate decision given all of the factors involved, a bigger concern was the long term plan for the library system, and whether or not other libraries were due for closure. The communication on this issue was problematic, a concern echoed by the education critics. During this time we were in communication with the CBC, in case more information was gathered and a larger story developed.

Around the same time, continuing library service in Conception Bay South became a concern. The town is currently building a new town hall, and did not make arrangements for a public library – a responsibility that falls to the provincial government. A local community group formed, Citizens for a New Library, with NLLA representation from past president, and CBS resident, Erin Alcock. The NLLA supported their efforts, with the help of George Murphy, MHA and Education Critical from the NDP, with a petition that was widely circulated and presented in the house.

As a result of the correspondence with MHAs and the Education critics Kirby (Liberal) and Murphy (NDP), we were encouraged to present at the pre-budget consultation. We presented a brief report to the government, in which we requested the restoration of the funding cut in 2013 to the public library as a part of a broader plan to enhance public library services in the province. Each party asked for a copy of the NLLA’s submission for theirs records. One of the observations of the pre-budget consultations was the ability of a strong, well-funded library to help many of the organizations that were at the table, making requests for government funds.

While the funding was not restored, the NLPL did receive additional funding for a number of specific projects in the 2015 provincial budget. There was better news for the Citizens for a New Library and CBS. The government announced plans to enter into discussions with the town for a long term lease for a new public library. Maintaining a presence and a voice at this level is important if the NLLA wishes to influence government decisions. We need to keep the dialogue going.

This year has also been about building partnerships with similar associations and groups in Newfoundland and Labrador. On December 5th, Mary MacDonald of the Eastern Edge Gallery contacted

us regarding an exhibit on the Library as Idea and Space by Juan Ortiz Apuy. While I was not able to attend, the communication started a conversation with Ms. MacDonald and the Eastern Edge Gallery, a potential partner in local activities, events, and advocacy in the future. Moving forward, there is potential for collaborations with other local and provincial associations concerned with the state of arts and culture planning in the province. One of the observations of the pre-budget consultations was the ability of a strong, well-funded library to help many of the organizations that were at the table, making requests for government funds.

Back at the October meeting, the executive pledged to take steps toward making our website responsive to the membership and its needs. We added a number of individuals with editing rights, so that in the absence of one, the necessary information can still be posted. We also introduced the new constitution, which included a number of new processes for the association. A new electoral procedure was put into place, leading the way for improved inclusiveness for members across the province. The floor was opened for nominations for positions for the 2014-2015 year.

This year has been a banner year for the NLLA, and I'd like to thank the executive and the directors for all of their hard work. In their reports, you will see evidence of their efforts to make the NLLA a responsible and responsive association that meets the needs of libraries and library workers in this province. Ryan Lewis has made significant efforts to increase our membership, and has overseen the APLA Joint Membership pilot project. Becky Smith has shown incredible efforts with the association's budget in the past two years. Catherine Lawton has been steadily working towards a successful spring conference. Amanda Power and Julia Mayo have worked hard to schedule some wonderful events for the association. The Canadian Library Month and the Freedom to Read committees have been revitalized. Krista Godfrey's attendance at our executive committees has provided a direct line to our APLA colleagues, which improves communication and raises the potential for collaboration on future projects.

And to all who have responded to the many requests for feedback, thank you.

Respectfully Submitted,
Kathryn Rose

5. Secretary's Report - Ryan Lewis.

Since the last NLLA Meeting in October 2013, NLLA membership numbers have remained steady. NLLA Members also continue to sign up for the new joint-membership option with the Atlantic Provinces Library Association (APLA).

Membership Numbers

As of April 21, 2014, the NLLA membership was at 106. This was unchanged from the meeting in October, 2013. The membership has increased from 86 at the General Meeting a year ago, in May 2013. Currently, the membership breaks down to 47 librarians, 44 library technicians/assistants, and 15 students, library supporters, and lifetime members.

NLLA Memberships

NLLA members can sign up for or renew NLLA Memberships at any time of the year. Memberships do not all automatically expire on April 30, but on the 1 year anniversary of the membership. NLLA memberships are \$20 for a librarian, \$15 for a library technician/assistant, \$10 for students and retired librarians, and \$100 for a lifetime membership. NLLA members can sign up or renew memberships using the online web form on the NLLA website, or mail in a paper renewal form, also available through the website. Members are still required to mail their payments, as there is currently no online payment method.

Joint Membership Options

THE NLLA will continue the joint membership option with the Atlantic Provinces Library Association (APLA) for another year. In the 2012-13 year, the NLLA began piloting the new joint membership option. This option allows members to sign up for both an APLA membership and an NLLA membership, but at a reduced rate. Librarians can join both organizations for \$65 a year, and support staff can join both for \$30. These amounts reflect a \$10 savings. As of April 21, 2014, 26 people had signed up for this new joint membership option, and 5 of those had already renewed their membership for a second year. Joint memberships can be acquired or renewed through the APLA website or by mailing a paper form to either organization. In order to be compatible with the APLA membership year, NLLA memberships can now be renewed at any time of year.

QE II Institutional Membership

This is the 8th year that an institutional membership has been made available to QE II Library support staff. In 2013-14, 35 library assistants took advantage of this option.

List-serve and website

The list-serve continues to play an important role in disseminating NLLA events, job postings and other library-related news and information to the membership. The Executive would like to thank Pam Morgan for her continued work maintaining the list-serve over this past year.

The blog-based NLLA website, introduced in 2011-12, continues to be used heavily, with almost 13,000 views over the last 12 months. The Facebook page and the new twitter account also continue to be important points of reference for NLLA advocacy on behalf of libraries in Newfoundland and Labrador, and elsewhere. The Executive would like to thank Crystal Rose for her continued work in developing and maintaining our social media over this past year.

Respectfully submitted,
Ryan Lewis

6. Treasurer's Report – Rebecca Smith

Treasurer's Annual Report 2013/2014
Newfoundland & Labrador Library Association
Prepared by Becky Smith – March 31, 2014

Balance April 30, 2013	\$9,135.65
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Revenues

GENERAL

Personal Memberships	\$905.00
Institutional Memberships	\$300.00
Joint Memberships - NLLA/APLA	\$360.00
Subtotal	\$1,565.00

CONFERENCE

2013 Spring General Conference Registration	\$2,015.00
2013 Spring General Conference Donations	\$100.00
LTAIG Conference Registration	\$0.00
LTAIG Conference Donations	\$400.00
Subtotal	\$2,515.00

ROYALTIES

The Partnership Job Board (BCLA)	\$142.12
The Partnership-Education Institute (OLA)	\$144.00
Continuing Education Certificate	\$33.40
Subtotal	\$319.52

OTHER

Donations (Freedom to Read week)	\$300.00
Merchandise Sales	\$0.00
Interest	\$4.21
Adjustment for stale-dated cheque	\$5.88
Subtotal	\$310.09

TOTAL REVENUE	\$4,709.61
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Expenses

MEMBERSHIP

Joint memberships remitted - APLA	(\$190.00)
Subtotal	(\$190.00)

CONFERENCE

Spring Conference	(\$2,051.97)
LTAIG Conference	(\$1,168.50)
Subtotal	(\$3,220.47)

EXECUTIVE	
Executive travel (meetings)	(\$500.57)
Subtotal	(\$500.57)

DONATIONS	
MUN Research Fair	(\$200.00)
Hackmatack	\$0.00
other - Access	(\$250.00)
Subtotal	(\$450.00)

OTHER	
CLM supplies	(\$453.68)
Postage	(\$268.01)
Social events - Happenings/PD	(\$90.61)
Freedom to Read week	(\$363.30)
Domain/Web hosting	\$0.00
Post Office box	(\$169.50)
Supplies	\$0.00
Bank fees	\$0.00
Miscellaneous	\$0.00
Subtotal	(\$1,345.10)

TOTAL EXPENDITURES	(\$5,706.14)
TOTAL REVENUES	\$4,709.61
REVENUES - EXPENDITURES	(\$996.53)

New Balance	\$8,139.12
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Investments

<i>TD Canada Trust GIC (cashable at any time)</i>	
Principal	\$1,508.32
Interest rate	0.80%
Accrued interest	\$1.62
Dec. 31/13 value	\$1,509.94

This annual report reflects the fiscal year to date. In the past, the NLLA Conference is held in May, slightly later than this year.

The proposed budget for 2014-2015 is included below:

**Newfoundland and Labrador Library Association
Budget Proposal 2014-2015**

Prepared by – Becky Smith, Treasurer

Revenues	2013-2014 Subtotals	2014-2015 Proposed
MEMBERSHIP		
Personal Memberships		\$900.00
Institutional Memberships		\$300.00
Joint Memberships - NLLA/APLA		\$360.00
Subtotal	\$1,565.00	\$1,560.00
CONFERENCE		
2014 Spring General Conference Registration		\$2,000.00
2014 Spring General Conference Donations		\$200.00
LTAIG Conference Registration		\$500.00
LTAIG Conference Donations		\$200.00
Subtotal	\$2,515.00	\$2,900.00
ROYALTIES		
The Partnership Job Board (BCLA)		\$150.00
The Partnership-Education Institute (OLA)		\$150.00
Continuing Education Certificate		\$30.00
Subtotal	\$319.52	\$330.00
OTHER		
Donations		
Merchandise Sales		
Interest		\$4.00
Subtotal	\$304.21	\$4.00
TOTAL REVENUE	\$4,703.73	\$4,794.00

Expenses

MEMBERSHIP		
Joint memberships remitted - APLA		-\$190.00
Subtotal	-\$190.00	-\$190.00
CONFERENCE		
Spring Conference		-\$1,800.00
LTAIG Conference		-\$700.00
Subtotal	-\$3,220.47	-\$2,500.00

DONATIONS		
MUN Research Fair		-\$200.00
Hackmatack		-\$250.00
other (specify)		
Subtotal	-\$450.00	-\$450.00
NLLA Scholarships/Bursaries/Awards		
LTAIG		-\$500.00
Subtotal	\$0.00	-\$500.00
EXECUTIVE		
Executive travel (meetings)		
Subtotal	-\$500.57	\$0.00
OTHER		
CLM supplies		-\$500.00
Postage		-\$300.00
Social events - Happenings/PD		-\$90.00
Domain/Web hosting		-\$50.00
Post Office box		-\$180.00
Supplies		-\$25.00
Bank fees		
Miscellaneous		-\$9.00
Subtotal	-\$1,345.10	-\$1,154.00
TOTAL EXPENDITURES	-\$5,706.14	-\$4,794.00
TOTAL REVENUES	\$4,703.73	\$4,794.00
REVENUES - EXPENDITURES	-\$1,002.41	\$0.00

D. Seeman, (the NLLA's acting auditor/financial examiner) examined the proposed budget and submitted a report stating that the account is in good order.

Director's Reports

7. Professional Development and Events – Amanda Power

I transitioned into this role in December of 2013 as Lisa Marshall's successor. This report details activities and events that have taken place under three NLLA committees (Happenings, Canadian Library Month, Freedom To Read Week) as well as updates from the EI (Education Institute) and CEC (Continuing Education Certificate) representative since the NLLA's AGM on May 13th, 2013.

Happenings Committee

In January of 2013, Julia Mayo and Amanda Power became the new members of the reinvigorated NLLA Happenings Committee. The first happening under the new committee, a tour and tasting at Yellowbelly Brewery, took place on March 14th, 2013. It definitely served to revive interest in NLLA happenings. Since then the committee has been dedicated to providing a combination of professional development and social events that would be of interest to a large number of library staff. While there seems to be a renewed interest in these events, the committee has, unfortunately, had to cancel a couple of events for various reasons (unavailability of interested attendees, weather, and presenter cancellations). Examples of events that have taken place and have been very well attended include: Ron Knowing's presentation on public libraries in Nunavut; Cate Carlyle's webinar on serving English as a second language library users; the Grinch Gift Exchange; and Alexis Templeton's chocolate tasting. The Happenings Committee encourages you to join in and attend any future happening that interests you!

Canadian Library Month Committee

In August of 2013, the Canadian Library Month (CLM) Committee met to get things started for the 2013 contest. The committee was made up of the following members: Lorraine Jackson, Beth Maddigan, Emily Blackmore, Kathryn Rose, and Amanda Power. In keeping with the tradition of previous years, the committee decided to hold a limerick contest. Contest entries were sent out in August and judging occurred in October. Winners were announced on the radio (by Jewel Cousens of NLPL) and the winning limericks were posted on the NLLA's website and Facebook page. Winners received packages that included a winner's certificate and a selection of books (donated by Creative Publishing, Breakwater Books, Saunders Book Co., Library Services Centre, Raincoast Books and Baker & Taylor/YBP.).

Freedom to Read Week Committee

The 2014 Freedom to Read (F2R) Committee was extremely active this year. The Committee consists of: Lorraine Jackson, Beth Maddigan, Emily Blackmore, Jewel Cousens, Amanda Power, and Kathryn Rose. This year's committee decided to change things up and hosted a Book Bingo contest, as opposed to the usual F2R photo contest. The premise of the contest is that participants are to fill in the title and author of a book that matches each of the fourteen categories on the Bingo card. Sample categories include: book with an ice or water theme, book by an author under 30, and an NL book about war. The Book Bingo card, which was posted on the NLLA's website, Facebook page, and Twitter account, was distributed to libraries across the province. The contest ran from February 18th until April 17th, and seems to have been very well received, especially for a new contest. Prizes, which will be drawn for at the beginning of May, include: an iPad mini! (Grand Prize) and a selection of books by NL authors. Prizes were generously donated by TD Bank; Boulder Publications; Breakwater Books Ltd.; Creative Book Publishing; and Flanker Press. The F2R committee had an official launch for the Book Bingo Contest on February 25th, 2014 at the A.C. Hunter Library. Local author Kevin Major, who has had experiences with challenges to his work, spoke. In addition, local publishers were present, refreshments were provided, and a door prize was drawn for.

EI/CEC Representative

In December of 2013, Julia Mayo became the NLLA's EI/CEC representative, succeeding Lisa Marshall. EI sessions are being avidly promoted and the public library has certainly seen some interest, with the three part session "Community Library Model" having been well attended in December. However, it

would be great to see more interest from volunteers to present webinars. Julia herself is looking at hosting a webinar in May entitled "Small but Mighty: Programming on a Postage Stamp". Interesting developments include: the welcoming of a new Education Co-ordinator, Carey Toane, who will be responsible for the planning and scheduling of EI sessions, as well as interest in standardizing the EI job description. The EI/CEC rep strongly encourages everyone to participate in both the Education Institute sessions and the Continuing Education Certificate program.

8. APLA Vice President of NL – Krista Godfrey

Liaison Duties

As APLA VP, I have continued to work in a liaison capacity with NLLA. With the recent change in the constitution, I attended executive meetings with the NLLA. I shared relevant APLA information with the NLLA executive, brought NLLA matters to APLA and participate in executive discussions.

APLA Conference 2015

The annual APLA conference responsibility rotates among the provinces. Newfoundland and Labrador last hosted the conference in 2010. The normal rotation would be to host it again in 2016. APLA executive requested that Newfoundland and Labrador consider hosting in 2015, as 2016 would see CLA arrive in Halifax and Nova Scotia wanted a joint conference. After discussion with NLLA executives and Newfoundland and Labrador APLA executive members, this was agreed to. I approached NLLA on the idea of a joint conference with APLA for 2015 and this has been agreed to and is currently being planned by a small and dedicated group.

9. Library Technician's Interest Group – Julia Mayo

2013 has been an exciting and eventful year for Library Technicians and assistants. We have seen the implementation of the Continuing Education Certificate (CEC) program. This program has been implemented across Canada and is a useful tool in our professional development. We have awarded our LTAIG Bursary! Joanne Costello is our very first recipient and we will be able to award the remainder of the Bursary in August. As you can see by our slide show library technicians and assistants all across Newfoundland are promoting their libraries and providing programs in innovative and original ways. Imagination is in great supply at our public libraries with all manner of free programming being offered. Wills and estate programs, senior's teas, and all manner of children's programs ...all happening in a library somewhere in Newfoundland. There are great things being done in our academic libraries as well. Ferriss Hodgett, QEII, Health Science and CMC are all doing fabulous things for the students on their campuses, PAWS, food drives, coffee and games.

The LTAIG Conference last fall was well organized and well attended. I would like to offer a big thank you to our conveners Liza-Ann Tucker and Lorraine Jackson. They brought together a wide variety of people, topics and ideas and created a diversified event that reflected the interests of all library technicians and assistants. Well done ladies! This year's conference will be convened by Lorraine Jackson and myself, in October. We are looking for interested parties who would like to help out. Please contact me or Lorraine at your earliest convenience.

Finally I would like to thank the executive for their continued support of all things Library Technician and Assistant. Their continued promotion, advocacy and encouragement of libraries helps us remain strong as an association.

10.New Business

None.

11. New Business from the Membership

None.

12.Nominations and Elections – E. Alcock.

The election process has changed since the new NLLA Constitution was ratified at the fall general meeting (October 2013). The floor has been open since then for nominations for the position of Vice President and for the position of Secretary. Only one person nominated for each open position, so A. Tiller is elected by acclamation as V.P. and E. Blackmore is elected by acclamation as Secretary. R. Smith will stay on as Treasurer for one more year. This will offer some continuity for the new executive.

13.AOB.

None.

14.Adjournment 3:00pm.