

Nova Scotia Library Association
June 14, 2019 Board Minutes
Sackville Public Library, Sackville NS
10:00-3:00

Present: Ann-Marie Mathieu, Denise Corey, Angela Reynolds, Alison Brown, Jai Soloy, Bill Morgan, Ray Fernandes, Katharine McCoubrey, Yvette Frost.

Absent : Dale MacMillan

1. Call to Order / Acknowledgement

Ann-Marie called the meeting to order at 10:00am and opened the meeting reading the First Nations Acknowledgement.

Ann-Marie informed the board that Dale was not there because her mom had passed away. A card will be sent on behalf of the board.

2. Approval of the agenda.

There were a few additions to the agenda.

4.5 2019 Conference fees

4.6 Student awards.

6.3 Partnership meeting , summer 2019.

Moved to accept the agenda as amended.

Motion carried. Corey / McCoubrey

3. Approval of Minutes

Angela pointed out some wording changes in sections 4.2 *our* instead of *for*, 4.3 *Intercultural* not *International*, 4.4 Change wording to *facilitate*, 5.1 Change wording, and 5.12. add : *on developing a* to sentence structure.

Moved to accept the minutes as changed.

Motion carried. Morgan / Brown

4. Old Business and Business arising from the minutes

i. 2018 NSLA Conference follow-up (Yvette)

Yvette informed the board that WCRL had sent 2 cheques out at the end of the conference, one to NSLA and one to LBAN's. This represented the profits from the 2018 conference.

ii. Hal-Con

Angela informed the board that there were no applicants for the Hal-Con position.

Denise indicated she knew of one person who had expressed an interest. Angela also indicated there were people from Halifax who were interested. Reminded that who ever takes the position they have to be a member of NSLA.

Denise informed the board that The Nova Scotia Provincial Library had given NSLA \$500 to help cover the costs.

ACTION: Denise and Angela will work together on contacting these interested people and trying to find someone to run Hal-Con for NSLA.

Action: Jai indicated he would be the coordinator for NSLA if no one else could be found to do it.

The board decided there needed to be further discussion on the future of the NSLA participating in Hal-Con. It was decided to set up a committee to oversee NSLA's participation at Hal-Con. It was decided that it would become a part of the responsibilities of the Public Relations and Promotions Convener. This would become part of their duties under Standing Orders 3M.

Standing order 3.M . Public Relations and Promotions Convener, Typical duties.

To establish a committee for NSLA's representation at HalCon.

Motion carried. McCoubrey / Corey.

New standing order to be presented to membership for voting at 2019 annual meeting.

iii. Conference 2020-CBRL (Denise)

Denise has spoken to Faye MacDougal at CBRL about the 2020 conference. They are already in planning mode and they are aware that someone has to be on the board next year. Despite Faye retiring CBRL are ready for the 2020 conference.

iv. Strategic Planning

There was much discussion about strategic planning. Board members found the cost higher than expected. There was discussion on the second proposal about whether this was the type of plan we wanted to see, some did not like having a graphic strategic plan as they did not find they worked well.

There were 2 major questions asked:

Do we want to spend money on facilitating a strategic plan?

Why are we doing it? Should we do it? Do we want to do it?

Ann-Marie polled each board member for their opinions on these questions and on whether to spend the money or not.

The board was in agreement that we want to do some type of Strategic Planning. We need to set some goals and objectives and establish what the focus of NSLA is.

Some objection re money spent on a strategic plan included cost to facilitate the plan. Based on value to membership, will they object to the large expense with no benefit to the membership?

Ray had questions about the board and the history of doing a strategic plan.

Katharine expressed the idea that the strategic plan should be tied into the bylaws and standing orders so that they are re-viewed and re-visited as we carry out those goals and objectives in the future.

Some expressed the need for the Strategic Plan as a way to further membership and to speak to people about the association and its purpose.

It was decided that instead of a strategic plan we needed a vision for NSLA. The board decided to set up a day or half day of Visioning..

Outcome: We have determined that there is a willingness to do a day of visioning for the NSLA board.

There is an objection to the total cost.

Look at setting up a meeting with the facilitators.

Action: Ann-Marie and Angela will try to set up a meeting with the facilitators.

Check out cost of accommodations for those on the board who can attend a meeting on October 17th 2019 for a day of Visioning.

v. 2019 Conference fees

According to the NSLA by-laws the conference fees and vendor fees have to be voted on by the board. The 2019 conference committee has not communicated with the NSLA board at all.

Denise has contacted Christina Pottie at SSPL. Re: the fees and Christina has indicated she will send it via email next week.

Note that in future hosts are to be made aware of these deadlines when they Conference Convener has been chosen.

Katharine also noted that the theme is usually presented to the board before it is published to the members.

It was also noted that NSLA had attempted to get this information but received nothing.

Denise and Ann-Marie will continue to liaison with CBRL on the 2020 conference.

vi. Student awards.

Motion: Move that we give \$100 and a free year membership to the student award winners from Dalhousie and NSCC.

The winner of the Dal-Sim award was Jennifer Hill.

The winner of the NSCC award was Joshua Creelman.

Corey /Brown.

Allison presented the award to Jennifer and Denise presented the award to Joshua.

Denise would like to change the letter for membership that is sent to the award winner. Rather than try and get all the information before the award ceremony the membership letter be sent after the ceremony as the winner may have a different address than the school has on record. The letter will state they can contact the membership convener to instate the membership.

Denise forwarded the idea that NSLA pay for the conference registration fees for the year the award is won. Everyone agreed with this idea.

Motion: Move that NSLA pay for the conference registration fees for the year the award is won to the winners of the LIT and the DalSim awards. This information is to be added and up-dated to the award information section of the website.

Motion carried. Corey / Soloy

Action:

Katharine will send proper wording to Jai for the webpage.

This change will take effect in 2019.

Reports

5.1 President

Report placed on file.

Ann-Marie brought up the Partnership meeting in August 14 &15, 2019 in Toronto and how she felt NSLA should pay for the Vice-President to attend.

Angela moved that NSLA pay for the Vice-President's expenses to attend the August 2019 Partnership meetings in Toronto.

Motion carried. Reynolds / McCoubrey

Denise abstained from the vote.

5.2 Vice President

Denise, in the absence of a Past-President, has asked for a committee to be drawn up to review the nominations for the Horrock and Theriault awards. There was one nomination for the Horrock award and multiple for the Theriault award.

Ray has agreed to sit on the committee. Rachel Crosby, as a past award winner, will be invited to sit on the committee should her membership be in good standing.

Conference bursary has to have an invitation for nominations sent out by August 1st.

Motion: Denise moved that we put out the call for the conference bursary applications and the bursary includes Registration fees and travel, and accommodations for the 2019 conference.

Motion carried. Corey / Brown

5.3 Past President

Position vacant.

5.4 Treasurer

Report placed on file.

Motion: Bill moved acceptance of his report.

Motion carried. Morgan / Fernandes

5.5 By-Laws Convener

Report placed on file.

Article 3, Section 3 needs to be updated to include retired membership. Katharine moved that the up-dated by-law read:

“To remain in good standing members must make due payments within three months of membership expiry”

Motion carried. McCoubrey / Corey

A question arose about student membership concerning definition of full and /or part time student.

It was decided that we place a definition of student under Article 2 Section 2 of the by-laws.

Motion: Moved that we define student membership as follows

Article 2, Section 2, subsection c of Bylaws (Membership)

- “c) student – The student membership category applies to individuals who are currently enrolled in a recognized library or information studies post-secondary program **and** who are not employed on a full-time basis.”

Motion carried. Corey/ McCoubrey

5.6 Newsletter Convener

At present there is no newsletter convener.

According to bylaws, NSLA has to publish a summer newsletter.

Jai can import the mailing list and send out a letter. We will make it a very simple newsletter and include those things that need to be published prior to the Annual General Meeting.

Action:

Things we need to send to Jai to include in the newsletter:

By-law changes-Katharine

Nominations -Alison

Conference Bursary announcement -Denise

Proposed Budget-Bill

AGM information-Yvette

Action: Ann-Marie to contact Chuck to have Newsletter convener password reset.

Check Newsletter Convener email for current emails.

5.7 Membership Convener

No report filed.

Dale's question concerning student membership was answered under by-laws.

5.8 Website Convener

Report placed on file.

Denise asked about the 150 library makers.ca website; which she had been asked by Laura Emery about preservation of the site. NSLA were not involved in the grant process and we do not want to be involved at the moment.

5.9 Public Relations and Promotions Convener

Report placed on file

5.10 Nominations

At present there are three positions that need filling;

Newsletter

Public Relations and Promotions

Treasurer

These positions need to be advertised in the summer newsletter. They will also be sent to the Membership, and to CORL. Alison also will approach the student group.

It was also noted that there is not representation from all of the province and it would be nice to get someone from Cape Breton area.

5.11 Conference Convener

No report filed.

Denise contacted Christina Pottie, who said she would send a report next week.

5.12 Professional Development Convener

Report placed on file.

Ray shared how successful the spring workshops were. He explained how ISANS does not charge for these sessions.

Motion:

Moved that NSLA make a donation to ISANS for doing our spring workshops in the amount of \$200.

Motion carried. Fernandes / Morgan

Ray is also looking for ideas for other workshops. It was suggested that we ask conference attendees for input.

One idea to investigate is some of the Psychological First aid for the workplace workshops put on by CMHA.

6 New Business

6.1 2019-2020 NSLA Budget

6.1. i. Programming ideas/items.

Bill was looking for items that needed to be included in the 2019-2020 budget.

Those items that need to be included are :

Hal-Con--\$1300

Student Conference registration fees (Place under awards)

Board development (strategic planning)

Partnership-August meeting

6.2 Conference diversity –programming.

Angela brought up how there is a lack of diversity in the keynote speakers at the upcoming conference. There being a disconnect with the hosting library and the NSLA; the board, in future years, has to be more proactive in the conference guidelines re our by-laws and standing orders. It was suggested that a conference manual with guidelines from NSLA be developed.

Housekeeping:

Ann-Marie asked that everyone review their portion of the Orientation Manual to check for any changes. Please notify Denise by Sept. 1, 2019 if there are or are not changes.

Ann-Marie to check with Charlotte Janes about being the Parliamentarian at the Conference in October.

Ann-Marie will check on supper the Friday evening of the conference.

7 Date of next meeting –October 18, 2019 –White Point Beach Resort 4:30-5:30 PM

8 Angela moved to adjourn at 1:57.