

**Alberta Public Library Administrator's Council
Summer Meeting
August 22, 2014
Drumheller Public Library
Minutes**

11 a.m. TOUR

Present

Kerry Anderson (Public Library Services Branch (PLSB))
Carley Binder (Blackfalds)
Katrina Borowski (PLSB)
Deb Cryderman (Camrose)
Heather Dolman (St. Albert)
Ron Gilles (Lloydminster)
Emily Hollinghead (Drumheller)
Janice Jevne (Airdrie)
Kim Johnson (PLSB)
Debbie Laplante (Drumheller)
Rhonda O'Neill (Parkland Regional Library)
Maureen Penn (Lac La Biche County Libraries)
Mary Anne Penner (Cold Lake) (Treasurer)
Shelley Ross (Medicine Hat) (Secretary)
Gayle Sacuta (Drayton Valley)
Sharon Siga (Strathcona County Library) (Chair)
Allison Stewart (Stony Plain)
Tammy Svenningson (Spruce Grove)
Michelle Toombs (Marigold Library System)
Christina Wilson (Red Deer)

1. Call to Order: called the meeting to order at 12:35 p.m.

2. Approval of Agenda

Addition of 7.3 Pages Conference (Christina)

MOTION: Moved by Christina Wilson, seconded by Ron Gilles, that the Agenda be approved as amended. CARRIED

3. Approval of Minutes from April 15, 2014 meeting

MOTION: Moved by Maureen Penn, seconded by Rhonda O'Neill, that the minutes of the April 15, 2014 meeting be approved. CARRIED.

4. Review Status of Action Item List

- Action Item 1 – St. Albert library "place to grow" link was sent out

- Action Item 2 - MGA review; Peter, Lisa, LAA came out with resolution; Sharon sent out link to a status update; our issue is on the table
- Action Item 3 - Janine reported that the pre-conference sold out, was a great event, had great feedback and offered many thanks to EPL for sharing their speakers and even more thanks to PLSB for the financial support that made this worthwhile event possible
- Action Item 4 – Mary Zazelenchuk is now the new membership coordinator
- Action Item 5 – Crystal worked with Michael Silver (TAL) to fix the list server attachments issue
- Action Item 6 – Here we are, very happily meeting in Drumheller, with many thanks for the tour, lunch and coffee arrangements

In the context of discussing the successful pre-conference, Ron Gilles offered that San Jose Public Library has great customer service training, signage guidelines, measuring and improving library services material online: <http://www.sjpl.org/innovation>

5. Treasurer's Report

- Financial Report – report was accepted for information

6. Update: Public Library Services Branch, Kerry Anderson

- Two new consultants joined the Public Library Services Branch on August 11 – Katrina Borowski and Kim Johnson
- Katrina enjoys working with vendors and this fall will be looking at licenses that are coming due, e.g. Mango, PressDisplay, Hoopla
- Hoopla seed money (~\$350,000) to get folks started is about as much as they expect to put into Hoopla but of course everything depends on the priorities we work out – there are always lots of products to consider
- Zinio subscriptions will be about 150 magazine titles... still working out the "top" 150
- Kim is interested in the resource sharing aspects of PLSB work, currently her main project is the ME Libraries work; planning for an official launch of Alberta-wide borrowing for Libraries Month in October, in the afternoon following the end of the Provincial Network Nodes meeting, October 15.
- APLAC folks asked for bigger ME libraries images to be made available, that is, higher resolution images so people can make bigger posters which include local branding as well ; libraries will print out their own posters and return forms etc. using the ME Libraries templates.
- NNELS initiative for print-disabled – working with the BC Libraries Cooperative <https://bc.libraries.coop/products-services/nnels/> will launch September 2nd at Parkland Regional, starting with Calgary, Red Deer, Shortgrass and Chinook Arch but every AB public library has access, so you can go onto NNELS and select where you are and be recognized; there will be a symposium on resources for the print disabled in the Spring, covering NNELS and CELA, the CULC (Canadian Urban Libraries <http://www.culc.ca/>) work with non-virtual material for the print disabled.
- Supernet upgrades continue, the money allocated was able to provide bandwidth increases for municipalities serving over ~ 3,000 or so. Check with

your regions to see what you've got and/or if it's changed. Red Deer is about to join the Supernet for the first time; all base network fibre is owned by Bell, the extended fibre is owned by Axia; there is no extra money for moves, so if you move your facility you will need to budget for a Supernet move, too – these costs are very variable and depend on season, what else is going on (e.g. the school has already moved a line), etc., places with a lot of superstructure/infrastructure make the moves physically more complicated and expensive – bottom line, make sure to find out these costs and work them into any move planning.

(Break for AGM as originally scheduled – see AGM minutes)

7. New Business

7.1 Update on APLAC website redesign

- Many thanks to Crystal who is now the manager of the Whitchurch-Stouffville Library (<http://www.wsplibrary.ca/>)
- Website is still running on Ron Gillies' servers. Thanks, Ron. <http://www.lloydminster.org/aplacwp/wordpress/>
Ron will look into the idea of document repository.
- Tammy is going to have one of her staff ask if the staff list server is useful.

7.2 Police Checks discussion

- Edmonton Police service sent a note to volunteer agencies warning them that there are some planned changes to the volunteer screening process (increased reliance on fingerprinting, etc.)
<http://volunteeralberta.ab.ca/news-and-events/blog> provides a summary
- Talked about accepting copies of police checks done for other agencies; talked about not worrying about non-repeat / non-vulnerable sector volunteers, e.g. book sales
- Given the enormous extra work this would be for police and RCMP and that this change might not go ahead as planned, or as early as planned, Ron's RCMP colleagues suggested there will be an update in November.

7.3 Pages Conference

- October 3rd at the Stanley Milner Library, Edmonton Public Library
- <http://www.pagesworkshop.com/>
- Readers Advisory conference with, new this year, an APLAC funded 2nd day workshop at Whitemud Crossing (EPL) with Joyce Saricks doing the keynote and staying to do the Saturday session
- Many thanks to PLSB for their funding of this education opportunity.
- APLAC acts as the banker for Pages and carries any funds on their behalf

8. Round Robin

- Maureen has a great line up of authors October 6th see her website for details: <http://www.stuartmacphersonlibrary.ca/HOME>
- Janine brought her director's report; they had a visioning meeting in June with Board, CEO, Council re: new library facility, presented needs assessment again, testing different locations but keen to keep it central; in adult services they're working on community profiles – service groups, etc., to add to a directory of agencies in Polaris which ties in with patron searches; they're using Marigold kits for family games nights which are well received; she'd like us to be ready to discuss *naming policies* at our next APLAC meeting
- Deb distributed her report by email; she has Canada Reads finalist Angie Abdou doing a reading September 13 <https://www.facebook.com/CamroseLibrary>
- Michelle brought a Marigold portfolio of services and materials and gave us an update on High River – still in an insulated tent but it's a heck of a tent, nice and welcoming; using Library Aware software to make brochures, etc. <https://www.libraryaware.com/> ; the Rise Network is up and running in 93 sites; Dewey Divas confirmed for September 30th if you'd like to take part; Grant Connect in libraries; Minecraft has been networked to 27 Marigold libraries, very popular this summer; using "papercut" software to manage print jobs <http://www.papercut.com/tour/manage-printing/> ; their AV floating collection is taking pressure off DVDs, new music, etc., ; kits with gaming equipment, makerspace kits, button maker kit, finch robot with lego robotics <http://www.finchrobot.com/> ; puppet theatre, prize wheel, giant jenga ; TRAC is building their own world language collection, sharing responsibility for different languages between the partners
- Christine distributed a report; P3 challenges with the Timberlands branch but it's a great opportunity and a great part of town; Red Deer is just shy of the coveted 100,000 population, 98,500 odd souls and seems to be slowing down a bit ; average age is 31 years old; digital outreach materials doing well; partnered with the museum for a centennial display, City also did up a flowerbed specially for the 100th, thankfully a picture was taken before hail mulched it; good summer reading with Friends support; open houses per the future of the library, talking about what's important with focus groups; started with a presentation of what's going on already and then throw open for discussion; Red Deer Board is supportive of training and provides a student bursary for pages who have worked more than a year (supported by bequest); and a similar program for other staff funded by library
- Shelley reported a good summer, no flooding, and that Pecha Kucha <http://www.pechakucha.org/> has taken off and is doing very well for the Library including finding more people to be Human Books; taking the Human Book collection to the 3rd annual pride festival for a more traditional human library event <http://humanlibrary.org/>
- Tammy reported that the number #1 demographic for Spruce Grove is boys under 4 years, so lots of kids, parents and a bunch of 30+ year olds; working on making their web space their second "branch"; lots of summer evening maker space drop in/come and go, very successful with the multigenerational types;

- working on a sewing inspiration lab with a couple of sewing machines; music lab ("Garage Band" software); good cross training success which provide a relief for some overscheduled staff and good team building activity; "local experts present" series for computer stuff; Take Apart Thursday where all ages took apart ipads, ipods, computers, tvs, etc.; also have someone teaching quilting
- Rhonda reported that Parkland is involved in launching NNELS, 3M One Click Digital, Hoopla has been a great success; September 22nd is their fall conference (<http://www.prl.ab.ca/2014-sessions>) ; new kits and boxes including makerspace boxes
 - Carley <http://www.blackfaldslibrary.ca/> brought a handout; #1 demographic is male 19-20; focus is also on kids, technology, they do a lot of impromptu programming as groups accumulate, Abbey centre has successfully opened in town
 - Mary Anne sent a report by email; making changes in library to make space for illo, courier, teen programs; soliciting funding for new bookmobile as the use of Strathcona county's old one has been very successful; more success in family programs than kids only programs
 - Gayle has been having big events on Thursdays – between branch, main and van there are about 14,000 people receiving services; cleaning up policies to help move forward; lots of physical repairs and replacements; working towards self-check and rfid
 - Heather brought some St. Albert documents to share; main effort lately has been to move technical services staff into a new workspace outside of the library, freeing up much needed space in their facility including space for the shared writer in residence; continue to work towards a branch where the population is growing and underserved; Toddler Tent at the Children's Festival was a hit, as was their Great Waldo Hunt which ran for one week and had a passport to take to art galleries, theatre, etc.; participate in the Art Walk by hosting a different artist; took part in Overdrive's Ebook Challenge and exceeded goal by 31%, and were credited \$3,100 towards collection and registered 148 new users with the promotion; added "Road to IELTS" online course – <http://www.roadtoielts.com/testdrive> International English Language Testing System for new Canadians and have a memorandum of understanding with a settlement practitioner who helps with filling out forms, etc. ; digitization of the St. Albert Gazette is done and on the Peel's Prairie Provinces site <http://peel.library.ualberta.ca/newspapers/> ; won the Minister's Award at ALC for StarFest www.starfest.ca and have another incredible line up for this year; doing a soup night with Maggie Stuckey <http://stalbert.ca/city-hall/media-centre/city-events/soup-night-with-maggie-stuckey> see also www.oregonlive.com/cooking/2014/01/soup_night_helps_northeast_por.html
 - Ron is busy redoing his policy manual; moved adult non-fiction to mobile shelving to save a lot of space and make room for a mini information commons; facilities study is underway, how much more than 12,000 square feet does a body need when the population has doubled in 20 years?; last year and a half have been using thematic schema created by Darien Library <http://www.darienlibrary.org/about> to arrange children's books with the results of more use and the discovery of gaps, e.g. transportation see <http://www.slideshare.net/gcaserotti/darien-library-kidlit-reorg-2719879>

Lloydminster installed a defibrillator device which was grabbed for an emergency outside the library within the first six months of installation

- Sharon brought a written report and reported that ME Libraries has been strong but not overwhelming; they're excited about improved rural internet access as the County builds more towers, partnering with the Library to put towers at Community Halls, many of which are visited by the bookmobile

9. Next Meeting – November 20, 2014 at the Fort Saskatchewan Public Library

10. Adjournment – at 4:15 p.m. with warmest thanks to the Drumheller Library & Staff for hosting.

Action Item List

<i>Action Number</i>	<i>Action</i>	<i>Responsibility</i>
ACTION #1	Solicit feedback from attendees of the Leading from any Position ALC pre-conference for report to PLSB	Janine Jevne & Gayle Sacuta
ACTION # 2	Send a financial report regarding pre-conference to PLSB.	Mary Anne Penner
ACTION # 3	See if EPL will consider sharing their speakers at another pre-conference	Janine Jevne & Gayle Sacuta
ACTION #4	Make sure the ALC conference organizers include pre-conferences in their great online feedback and evaluation tools	Deb Cryderman
ACTION #5	Have staff report if STAFF side of APLAC list server is useful	Tammy Svenningson