

NLA Fall Meeting

Date: November 16, 2016 from 3:30-5 pm **Location:** Legislative Assembly Library

Start time: 3:35

Attendees:

Jenny Thornhill	Helen Halbert	Catherine Hoyt (R)
Carol Rigby	Ron Knowling	Katherine Tagak-Devries (R)
Riel Gallant		Leigh Ann Cumming (R)
Ben Gosling		

Agenda:

1) Library Updates

NAC (provided by email; read by Jenny)

- Nunatta Campus Library summer project was placing all DVDs into binders kept on the circulation desk and making a spreadsheet to keep track of DVD #, title, call #.
 - We'd had several discs removed from the cases and "borrowed" on a permanent basis.
- Leigh Ann returned as the Library Assistant at the Kitikmeot Campus Library in September.
- I have a new Student Library Assistant, Kigutikarjuk (Darla) Pilakapsi at the Kivalliq Campus Library. She started at the beginning of this month, and is a 4th year NTEP student.
- Caroline Ipeelie-Qiatsuk returned as the Student Library Assistant at Nunatta Campus Library in September. She is also a 4th year NTEP student.
- Martha Maktar is no longer the Library Technician for NAC, she has entered into the Interpreter Translator program. I currently have my nephew, John Tagak Jr. (J.J.) in helping me, and the competition for the position was put out on the 10th with a closing date of the 25th.
- I am continuing again this year with the monthly draw for board/card games. Any student borrowing a book gets an entry form for the draw, and at the end of the month a winner is picked, and they get to choose what game they would like to win. We have games like Boggle, Scrabble, Trivial Pursuit, and Apples to Apples available for prizes. This is the third year I've ran this contest, and it does seem to increase our book loan stats quite a bit.

NUCJ (Jenny)

- I have been working on a project to open up shelf space by weeding out-dated hardcopy journals, many of which were donated by other departments; this project is nearly complete

- The library is working smoothly and is “maintenance-mode”, no new projects at this time
- The Courthouse renovations are finished and disruptions to the library facility are nearly complete (pending completion of Courthouse prisoner entrance)

Legislative Assembly Library (Riel)

- Began as the new Legislative Librarian in the fall and, as of our meeting, had completed his first sitting of the Legislative Assembly
- His work currently focuses on the provision of existing services
- Future projects include planning for the acquisition of a new ILS to replace VTLS
- The tabled documents from the last sitting are being uploaded to the Assembly’s electronic repository
 - There are 2,300 e-documents in the repository and over 6,000 records in the Legislative Library’s collection

Legislative Assembly Library/Pond Inlet Archives (Carol)

- Sylvia and Carol covered the summer sitting of the Leg (as there wasn’t a librarian at that time) and they have been able to review, upload, and catalogue all of the records from that sitting
- Carol has been briefing Riel have been working together on the library cataloguing operations and orienting him to the existing collection
- Carol also works with the Pond Inlet Archives who are working on the ongoing project of developing the repository of Inuktitut language education materials – Pond Inlet probably has the most complete repository for both NWT and NU
 - The collection catalogue is hosted by NPLS and, as such, they share records
 - Carol has been adding syllabic & Inuit language content to the oldest records to better reflect the language of the resource
 - Carol has learned a method of adding pictures of each resource to the catalogue record in Koha and is slowly working through that process

NPLS (Ron)

- Dan Galway has left and taken a position in Alberta – Simon Cuerrier is currently acting head librarian for the Iqaluit Centennial library
- NPLS (Baker Lake) has hired extra staff to assist with processing the backlog of library materials
- Ron is working on writing a 3 year business plan for NPLS
- His division has received a new director, Alex Stubbing, who is supportive of library services
- NPLS has just celebrated the 1 year anniversary of the KOHA catalogue and it has been very successful
- Ron commended Ben for his work with the community libraries

NPLS (Ben)

- Ben spent a month in Iqaluit dealing with what needed to be addressed after Dan left
- He is working on a project regarding the acquisition of *Daisy* readers/non-print resources for the visually impaired
- He is engaged in streamlining training/operations/testing
- He has also visited most of the community libraries to provide training

ITK (Helen)

- Has primarily had a digital collection for the past year, however, they have started to develop a physical collection. Currently they have around 2,000 items catalogued and shelved and this will grow over the next few year
- The library was able to obtain a new and larger space with proper library space design
- Helen has been able to hire a library assistant till the end of March 2017

2) Summer meeting minutes approved without amendment

3) Conference Updates

- a. Summer Partnership Retreat Report (Carol) – *distributed before meeting (see attached)* – Carol also provided a verbal summary
 - b. Leigh Ann will attend Partnership's Winter Retreat meeting on behalf of the NLA
 - Issues for Leigh Ann to bring forward to Partnership?
- As part of the Partnership discussion at the Summer Partnership meeting, each association was asked to provide a value statement on being a member of that organization
 - Brainstormed ideas:
 - Access to information and training opportunities
 - Connection to other libraries given the vast distances and technology issues in the north
 - Resolution: Carol will develop a draft statement and will circulate it to the group for review before Winter Partnership

4) Update - Canadian Federation of Library Associations' Truth and Reconciliation Committee (Helen)

- Ben & Helen are both part of this committee
- This is the first CFLA committee
- Mandate: to promote initiatives in all libraries on this issue
- All meetings are by teleconference – began Sept. 30th with goal of producing a final report by January 30, 2017
 - Report to include recommendations for future steps and directions
- Currently consists of 40+ members
 - Includes representatives from professional associations, all provinces and territories are represented
 - 6 Interim board members and one staff member of CFLA are also on this committee
 - Weight of representatives are from academic and public libraries
- The committee is divided into four groups:
 - Environmental scan – best practices (Helen)
 - Networking within existing groups
 - Calls to action – looking at libraries and identifying existing gaps (Ben)
 - Mission/Vision
- Project is multi-phased

5) Discussion of handling finances for NLA (Jenny)

- a. How to deal with cheques/handling Partnership income
 - b. Should we have an NLA bank account? (How to deal with signatures/name on account and cheques)
- Cheques come in from Partnership (OLA & BCLA) for member participation in EI course & job postings on Partnership job board and these monies are used to pay for the NLA website
 - Cheques came in this time addressed to “Nunavut Library Association” – as we do not have a bank account we were unable to cash these cheques.
 - We were able to have one cheque reissued as “Nunavut Library Association – c/o Riel Gallant”. Riel was able to cash this cheque
 - Carol will follow up with the OLA and have the other cheque reissued the same way and sent to Riel
 - Decision: we will not try to have an NLA bank account (fees would destroy any balance accrued), instead we will designate Riel as “treasurer” and Carol will coordinate with Partnership to have future cheques issued as “Nunavut Library Association – c/o Riel Gallant” in order to ensure they can be cashed.

6) CFLA (Carol)

- a. update on what happened at Partnership meeting discussion ,
- b. correspondence we've had since,
- c. current status (waiting for telecom later in Nov.),
- d. how do people feel about paying for membership, etc. I'd like to have some concrete positions for when we have our northern associations telecom with CFLA.Executive

- Carol provided a verbal report on CFLA (See also Summer Partnership meeting report for discussions that took place on last day of Summer Partnership & CFLA) (final report circulated with final minutes)
- Discussions revolved around the evolution, constitution, and governance structures of CFLA
 - Governance issues include:
 - “pay to play”
 - How fees are assessed is unclear
 - How the voting structure works based on the number of votes “purchased” by member associations
- Territorial representatives shared a statement (See also Summer Partnership meeting report) regarding the concerns of territorial libraries at being excluded given the nature of how northern library associations are constituted (i.e, as most do not collect fees, they cannot afford to participate and therefore lack a voice in the new model)
- Information was provided regarding CFLA initiatives
- The teleconference between the territorial representatives and CFLA is occurring Monday November 21, 2016 – this meeting is to address northern participation questions
- Question: should NLA become an affiliated association in order to participate in CFLA? Resolution: not as of yet; instead we will wait and see how CFLA evolves
- Proposal: that a discussion between the 3 territorial representatives without CFLA, regarding CFLA take place
 - Carol volunteered to coordinate this
 - Ron offered the use of the NPLS teleconference number for this call

7) Leadership of NLA

- a. New President of NLA *or*
 - b. Continuing with divided roles and responsibilities – NLA contacts
 - CFLA contact – Carol
 - Partnership contact – Leigh Ann
 - NLA / general mail – Jenny
 - Webmaster – Carol
 - Advocacy Coordinator- Carol
 - Treasurer - Riel
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- Currently there is no one ready to take on the president's role
 - Resolved: we will continue with the shared responsibilities and have added the role of treasurer (i.e. he who receives and cashes the cheques) to the breakdown of responsibilities

8) Communication

- a. Carol – Website update (report sent out by email)
 - b. Carol – Promoting NLA
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- Questions arising from Carol's report –
 1. Website language & wording – should the language of the opening page be updated? Answer: Yes, Carol will draft and circulate a new version
 2. *Official Languages Act (OLA)* Compliance – this will be examined at the Spring NLA meeting – currently we do not have an official translation of “Nunavut Library Association” in any of the other official languages
 - a. Ron has agreed to check with the translation bureau to determine the Inuktitut translation
 3. Promoting NLA – not really discussed
 4. Carol indicated that (Website Review, page 1) the OLA's market place (formerly OLA Store) was offering a 10% discount to purchasers with passcode (contact Carol)
 5. In the past, Yvonne purchased, and donated to NLA, the web domain –www.nunavutlibraryassociation.ca – this domain will need to be renewed in Spring of 2018

9) Other

- Canadian Library Month (Ron)
 - CFLA issued posters in October, but it was thought that BCLA might have taken this project over from CLA
 - On *Facebook* there was a program link that could be copied by libraries that wished to participate and they could print out their own posters and advertising material
 - Otherwise, there was no communication regarding Canadian Library Month
- Ron indicated that at the OLA conference that the OLA president had made an offer to donate the money for NLA to join CFLA – this should be clarified
- CFLA was aware at the time of the program development that NLA/Yukon didn't charge fees and would have trouble participating

End time: 4:50