

BC Electronic Library Network
STEERING COMMITTEE Meeting

Minutes: December 17, 2007

In Attendance:

Janet Beavers
Carole Compton-Smith
Anita Cocchia
Gordon Coleman
Marnie Swanson
Lynn Copeland
Kate Cotie
Nancy Levesque
Jo Ann Collins (recorder)

Dana McFarland
Heather Morrison
Todd Mundle (Chair)
Jo Anne Newyear-Ramirez
Sunny Nishimura
Rue Ramirez (for Peter Ward)
Deb Thomas
Jacqueline van Dyk

Regrets: Bob Foley

Opening Remarks:

T. Mundle welcomed J. Collins as meeting recorder and new BC ELN staff member.

1. Adoption of Agenda

The Agenda has been adopted as tabled.

2. Items for discussion

2.1 Private Institutions – Pilot Project Interim Agreement

A. Cocchia presented the following documents for discussion:

- Interim Agreement between BC ELN and Quest University Canada (Pilot Project for Private Post-Secondary Education Sector Partnerships)
- Proposed Timeline and Fees for Quest University Canada
- Quest University Canada Library Fact Sheet
- Quest University Canada Library Floor Plan

BC ELN staff did considerable work examining costs and models for new members. A. Cocchia thanked H. Morrison for her work on the fee spreadsheets.

Discussion

A. Cocchia has met with representatives of Quest University Canada and University Canada West. Quest is interested in participating in licensing of learner resources and AskAway. Quest has a library facility, and is staffed with a full-time librarian, library technician, and student pages. University Canada West has a part-time librarian. Discussions about potential memberships of University Canada West are preliminary in nature.

There was considerable, thoughtful discussion about the agreement and proposed fees for Quest University Canada. Fees for the pilot are suggested only, and may be revised. A question was raised about potential impact of the fee on a small institution with a small budget. There was agreement that the proposed fees are a realistic estimate of the cost of providing service, equivalent to fees for similar institutions with similar service packages at other Canadian library consortia and, that existing members should not subsidize new private members. For example, the proposed cost and staff time for participation in AskAway provides a full-service, top-quality virtual reference service for a fraction of the minimum cost and staffing requirements for a library to provide virtual reference service on their own.

A suggestion was made for assessment criteria to be developed.

Motion: *to endorse the pilot project interim agreement and timeline with appropriate fees*

Moved: M. Swanson

Seconded: R. Ramirez

Abstained: L. Copeland & T. Mundle

Carried

Action Item: *have BC ELN office explore the potential for a 2nd pilot project with University Canada West.*

2.2 e-HLbc Administrative Centre Contract

A. Cocchia - On March 31, 2008 the administrative centre contract with e-HLbc ends. The question is whether BC ELN should consider renewing the contract, if this is offered.

BC ELN is finalizing a self-assessment of its role as administration centre for the e-HLbc management team. N. Levesque (co-chair of e-HLbc management committee), affirmed the value of BC ELN services. J. Newyear-Ramirez outlined the services provided by the e-HLbc Coordinator and other BC ELN staff.

Motion: to endorse BC ELN acceptance of the e-HLbc administrative centre contract, should it be offered, and ensure compensation remains at appropriate level.

Moved: L. Copeland

Seconded: M. Swanson

Carried

3. Items for decision

3.1 Budget Submission Strategy, 2008 - 2009

A. Cocchia presented the 2008/2009 Budget Submission Strategy Proposal, and asked the Steering Committee for additional suggestions.

Discussion

There was consensus that the top priority is funding for AskAway. The proposal for \$120,000 from last year is still under consideration, and is viewed favorably by Ministry. AskAway is seen as an essential service. Partner libraries are contributing significantly through staffing; some Ministry funding is needed to ensure a sustainable service that is equitable for learners across the province.

The Steering Committee also supported requests for one-time funding for West Beyond the West and Expanding Learner Resources (SportDiscus with Full Text).

4. Items for information

4.1 Campus 2020 Update

K. Cotie - A small team is being formed to look at Recommendations 21 and 22. Existing collaborations in the library sector make this a natural first step for Campus 2020. A meeting is in the planning stages for early 2008. Invitees to date include D. McFarland, T. Mundle, A. Cocchia, M. Epp, a representative from BC Campus, and J. van Dyk to represent the public library sector.

4.2 BCLA report

D. Thomas – BCLA will release a progress report on the BCLA Strategic Plan in early winter.

Some highlights -

- A Resolutions committee has been established
- Communications committee – focus on website changes and content management tools

- Membership committee – the membership committee has restarted the Ambassador Program

4.3 PLSB report

J. van Dyk

- The pilot project of the Evergreen Open ILS for all BC libraries (<http://pines.bclibrary.ca/>) is moving along.
- Georgia PINES has been awarded a \$50,000 grant by the Mellon Foundation
- Library 2020 report should be posted this week
- Launching a legislative review of the Library Act In January
- VANOC volunteer centre is using public libraries for their Internet centre for volunteers.

4.4 Progress Report, September – December 2007

G. Coleman reported on his role on the Sitka Advisory Committee. An invitation was extended to sit on this committee as a liaison for the post-secondary sector. The committee is working on governance and policy issues to develop the Sitka consortium to run their consortia open-source ILS. A "temperature check" of partner libraries was performed to inform his participation in the committee. Currently only one library is firmly committed, but most others are interested in being kept informed of progress. Mention was made of the ALPS LINK learning object uploading contest and the recent ALPS meeting when prizes were handed out to librarians who had submitted learning objects to the repository.

H. Morrison: The Resources Forum is now open. The deadline for database license suggestions is January 9th. The Annual Ranking Survey will take place from mid to late January, and results will inform next year's BC ELN licensing activities. A review of the BC ELN Model License (based on the CRKN Model license) has begun. In the spirit of Library 2020, the CUFTS Free! Open Access Collections group is expanding membership to include public and government library representatives. An article highlighting Janet Beavers in her role as a member of the BC ELN Steering Committee will be forthcoming in the December BC ELN Connect.

S. Nishimura: Terms of reference for new AskAway Advisory Committee, endorsed at the last BC ELN Steering Committee and VR Planning Team meetings, and have been posted to the AskAway Portal <<http://www.eln.bc.ca/askaway>>. Thanks go to Carole Compton-Smith, chair of the Planning Team, and to all members of the Planning Team who have worked so hard to create a successful service. The Advisory Committee will have their first

meeting early in the New Year.

- 27 partner libraries contributed approximately 194 staff hours per week for the September to December 2007 term; service closed for the Christmas break December 14th.
- Over 3400 questions answered from September to December; in total over 13,000 questions answered since Oct 2006.
- BC ELN Staff hired to cover evening / weekend hours that institutions are unable to cover for the January to April term; service opens again January 14th with the same service hours as last term.
- Service provider survey developed and launched to gather feedback about staffing AskAway.

J. Newyear-Ramirez: Creation of brochure, and fact sheet for “*Practice Makes Perfect Conference*”, BCAHC sponsored event November 4-7, 2007 See <http://ehlbc.ca/about/promotional-materials/>

Informational booth presence at “*Practice Makes Perfect*” (PMP November 5-7)) along with BCAHC staff to promote e-HLbc to interested practitioners

e-HLbc Articles for BCAHC newsletter (*e-HLbc: Helping Practice Become Perfect*), January 2008 HLABC Forum (*e-HLbc: Focusing on Resource Access and Cooperative Journal Management*)

The Massage Therapy Association of BC (MTABC) pilot project to access e-HLbc online resources initiated (5 -month trial November 1, 2007 - March 31, 2008)

Arranged Communication Strategy meeting with BCAHC marketing and communication consultants to develop e-HLbc Communication strategy

e-HLbc Administrative Centre Evaluation Report (September 2006 – December 2007) completed and turned into e-HLbc Management Committee

A. Cocchia: A number of questions were received from libraries about the US exchange rate during BC ELN’s last round of database invoicing. BC ELN provided Library Directors with an update on the SFU process for charging the exchange rate. This includes using the date of invoice to set the exchange, rather than the date the payment cheque is cut. BC ELN, with the assistance of Todd Mundle, the SFU House representative on the Steering Committee, is continuing to press SFU for clarification on their policy.

In the meantime, the round of invoices currently issued, do not include charges for databases where the invoice was in US dollars and the SFU "house rate" changed between the date on the invoice and the date the cheque was cut. Those charges

will be applied in the next round of invoices once this issue is resolved.

BC ELN hosted an in-person / teleconference meeting with CRKN and other regional consortia on December 4th. Discussions centered on how the negotiation CRKN is having with APA will impact non-CRKN members. This will impact the colleges and health authorities that license APA products through e-*HLbc*. The meeting was successful and a sub-committee of 4 will begin looking at how we can ensure that there are no 'orphans' due to the CRKN deal.

BC ELN has focused its energies on helping those with existing digitized collections make them available through the West Beyond the West portal. Informal discussions have begun with some colleges, and a more formal call for expressions of interest will be issued in January.

5. New Business

6. Next meeting

The date and time of the next meeting will take place sometime in July, 2008. Will be determined via the Steering Committee email list.

Meeting adjourned