



## BC ELECTRONIC LIBRARY NETWORK BUSINESS MEETING MINUTES

December 13, 2013

### In Attendance:

Tim Atkinson, Vancouver Community College,  
*Urban Colleges*

Jonathan Bengtson, University of Victoria

Rosie Croft, Royal Roads University (Chair)

Natalie Gick, *Simon Fraser University Officer*

Todd Mundle, Kwantlen Polytechnic University,  
*Regional Universities*

Ingrid Parent, University of British Columbia

Brian Owen, Simon Fraser University

James Rout, Emily Carr University of Art +  
Design, *Small Universities*

Dawna Turcotte, Northern Lights College, *Rural  
Colleges (Alternate)*

Venessa Wallsten, Quest University; *Associate  
Members*

Melanie Wilke, Northwest Community College,  
AskAway Advisory Committee Chair (Guest)

Martin Young, Ministry of Advanced Education  
(In attendance via phone)

### BC ELN Staff:

Anita Cocchia

Korinne Hamakawa (recorder)

Leah Hopton

Sunni Nishimura

Leigh Anne Palmer

Brandon Weigel

Erin Ziegenfuss

### Regrets:

Kate Cotie, Ministry of Advanced Education

Mary Anne Guenther, North Island College, *Rural Colleges*

### 1. Adoption of Agenda

The agenda was adopted without additional items.

### 2. BC ELN Budget Process 2014-15

A. Cocchia outlined the BC ELN budget process that has been in place for the past four years, which involves submission of an accountability document – the Innovation & Success report. This annually produced report focuses on progress that BC ELN has made in the previous year on its Strategic Plan and the value that BC ELN brings to the post-secondary system. A. Cocchia invited the Ministry's feedback on the 2014-15 budget process. M. Young indicated that the outlined process was acceptable.

A. Cocchia will submit an outline of BC ELN Innovation & Success document to the Ministry, and a draft to the Steering Committee. The finalized document will be submitted by the end of January 2014.

There was discussion on the availability of additional project funding. M. Young indicated that there may be funds for collaborative projects, such as a collaborative institutional repository program, in the future. He recommended submitting project information to him for follow up with the Administrative Services Delivery Transformation (ASDT) team.

### **3. AskAway – Benefits and Responsibilities Document Amendment**

On behalf of the AskAway Advisory Committee, M. Wilke (Committee Chair), presented for endorsement an updated version of the AskAway Benefits and Responsibilities document. Print copies of the document were provided. She noted the context for the updates and provided an overview of the specific revisions and updates. The proposed updates included detailing of additional benefits (Section 1A) and specifying that AskAway is a year-round service (Section 2), as well as new sections describing alternatives for libraries facing either short-term (Sections 3A and 3B) or long-term (Section 3C) acute staffing or financial shortfalls.

M. Wilke called for any discussion on the amendments to the document. No questions or points of discussion were raised.

**Motion: To endorse the amended AskAway Benefits and Responsibilities document as recommended by the AskAway Advisory Committee.**

**Moved: T. Mundle**

**Seconded: T. Atkinson**

**Motion Carried**

### **4. Vice-Chair Election**

R. Croft described the term and responsibilities of the BC ELN Steering Committee Vice-Chair, and made a final call for nominations. Tim Atkinson's name was put forward. No other nominations were put forward.

**T. Atkinson was elected Vice-Chair by acclamation.**

### **5. New Business**

There was no new business.

### **6. Next Meeting**

The next meeting will be by teleconference in May 2014.