

**BC Electronic Library Network  
STEERING COMMITTEE  
Minutes: December 19, 2008**

**In Attendance:**

|                             |                                 |
|-----------------------------|---------------------------------|
| Janet Beavers               | Dana McFarland (teleconference) |
| Anita Cocchia               | Korinne Moone, Recorder         |
| Gordon Coleman              | Heather Morrison                |
| Carole Compton-Smith        | Todd Mundle, Chair              |
| Lynn Copeland               | Jo Anne Newyear-Ramirez         |
| Kate Cotie (teleconference) | Marnie Swanson (teleconference) |
| Bob Foley (teleconference)  | Sheila Wallace                  |
| Ben Hyman (guest)           | Jacqueline Van Dyk              |

**Regrets:**

Sunni Nishimura, Lynne Jordon

**Opening Remarks**

T. Mundle welcomed new committee member S. Wallace (Small Universities) and noted renewal of the term for B. Foley (Regional Universities and Institutes with 4 Year Programs).

**1. Adoption of Agenda**

The Agenda was adopted as presented, with the addition of the BC ELN 20<sup>th</sup> anniversary celebration under 4.5 Progress Report.

**2. Items for Discussion**

**2.1 Budget Submission Strategy**

K. Cotie outlined the current lean fiscal situation and the advisability of an increased emphasis on accountability, reflecting both the fiscal situation and the inclination of our current Director, S. Brown. The preference of the Ministry of Advanced Education and Labour Market Development is a written document, emphasizing accountability for current base spending and including sustainability plans at a meta level for AskAway and the Multi-Sector Bundle. The Ministry has been pointing to the Multi-Sector Bundle as an exemplar of an holistic approach. Historical information is welcome, but the focus needs to be on the present and future. The document should be made available no later than the end of February, as March is an extremely busy time.

A. Cocchia presented the budget strategy in place for the last 5 years, and walked the committee through a draft proposal. Since 2004, the BC ELN Executive Director, Steering Committee Chair, and host Library Director have presented the BC ELN Budget Submission to AVED in-person, highlighting the successes of BC ELN and requesting one-time funding for projects based on partner library suggestions as prioritized by the Steering Committee. In light of the background provided by K. Cotie, the BC ELN office brainstormed some possible approaches. The document's focus will be on accountability and 'showing your value', similarly to what is used by Steering Committee members in their own institutions. BC ELN's suggested approach tries to balance good writing with the right amount of qualitative and quantitative evidence, with an attractive, easy to read layout for non-librarians.

Discussion: members presented many ideas and voiced support for BC ELN programs and services. Selected highlights: the long history and experience of BC ELN is highly valued, and serves as a catalyst for further opportunities; BC ELN has a record of success in multi-sector

collaboration through such initiatives as the Multi-Sector Bundle, AskAway, and e-*HLbc*; emphasis on *impact* for library users and researchers is important to post-secondary institutions; participation in academic consortia is favorably viewed by external accreditation bodies; and the contributions of the private sector in the form of discounts and BC ELN's partnership-based relationships should not be overlooked.

Support was expressed for AskAway and the Multi-Sector Bundle. Partner libraries are contributing substantial staff time to AskAway, and view this as an important service. The existing spend of partner libraries was key to making the Multi-Sector Bundle possible. There is substantial support for the concept of equity and transferable skills, helping high school students prepare for university, and alumni continue to learn, by providing electronic resources available through all three library sectors. Connecting BC ELN services with the current emphasis on student recruitment and retention at the post-secondary level was suggested. Many partner libraries are facing budget constraints, due to the current fiscal climate and the decline in the Canadian dollar and hence library buying power. A. Cocchia emphasized that there is always flexibility in any core bundle of products; there will always be opportunities to refine the suite based on the current marketplace. All three sectors are working cooperatively toward sustainability for the benefit of all.

There was a question about whether the budget should be presented at an in-person meeting. K. Cotie clarified that a presentation was not required, but possible. A written document was the expectation.

T. Mundle led a discussion on preferred process. Consensus was that a draft of the Budget document will be submitted to the Steering Committee. The target date for submission of the document is no later than the end of February.

## **2.2 e-*HLbc* update and contract renewal**

Recent activities have focused on the 2009-2012 renewal, negotiating with vendors, and forming a business plan highlighting the value of e-*HLbc* to the health and post-secondary sectors. January 26th is the deadline for feedback on the Case for Renewal. Shortly there will be elections for post-secondary and health representatives on the Management Team.

T. Mundle asked whether the Steering Committee would be comfortable with BC ELN negotiating a contract of up to 3 years to continue its work as the e-*HLbc* Administrative Centre, should e-*HLbc* wish to renew the contract. The present contract ends March 31, 2009. A longer contract would assist BC ELN in recruiting and retaining valued staff by making it possible to offer a longer employment contract. There was agreement that BC ELN could enter into negotiations for a contract with e-*HLbc* for a longer time period.

## **3**

### **3.1 Steering committee terms of reference**

T. Mundle presented the draft updated BC ELN Steering Committee Terms of Reference, an update of the January 1998 *Recommendations of the Task Group to Review ELN Advisory Committee Role and Membership*, reflecting changes arising from the 2004 BC ELN transition from the Open Learning Agency to Simon Fraser University, and the 2008 institutional status changes. The revised Terms of Reference clarifies the possibility of renewal of Steering Committee Members, addressed process for dealing with Steering Committee members with more than one role, and clarified 'voting' members.

Motion 1: to endorse the BC ELN Steering Committee Terms of Reference as presented.

Moved: J. Newyear-Ramirez

Seconded: D. MacFarland

Discussion: there was a question about the term for Steering Committee Members; the term is July 1 - June 30. Some interest was expressed in developing a sub-committee to conduct a more thorough review of the Steering Committee Terms of Reference. It was agreed that the draft as presented, largely reflecting changes previously endorsed by the Steering Committee, should be approved as is, and the question of the sub-committee addressed separately.

Motion carried

Motion 2: to establish a sub-committee to review the Terms of Reference as accepted under Motion 1.

Moved: S. Wallace

Seconded: C. Compton-Smith

Discussion: there was agreement that a small sub-committee of 2-3 people would be sufficient. S. Wallace volunteered to serve on the sub-committee. L. Copeland pointed out that there needs to be an SFU house representative for legal reasons. The sub-committee will aim to provide an interim report at the July meeting, with a full report presented at the December meeting.

Motion carried.

### **3.2 Steering Committee Chair**

T. Mundle led a discussion on whether the Chair should continue, or whether there should be an election for a new Chair. After some discussion, T. Mundle called for nominations. M. Swanson nominated T. Mundle to continue as Chair until June 2009. T. Mundle was elected by acclamation.

### **3.3 Private Education Sector Pilot Request**

Alexander College, which provides an Associate of Arts Degree approved by DQAB, has expressed an interest in participating in a pilot membership. Quest University is currently participating as a pilot member; University Canada West had expressed an interest in membership, but has opted out after further discussions. Many private institutions have expressed an interest in membership in BC ELN. Initial conversations suggest a good possibility that Alexander College will fit the criteria for a pilot membership.

Motion: to endorse BC ELN initial discussions with Alexander College to determine the feasibility of participation in the membership pilot.

Moved: B. Foley

Seconded: J. Beavers

Motion carried

## **4 Items for Information**

### **4.1 Sitka Implementation – Update**

*Written report courtesy of B. Hyman, PLSB*

J. Van Dyk introduced B. Hyman, who presented a brief overview of the Sitka project. The rationale for this project came from the Public Library Services Branch (PLSB) 2004/05 Strategic Plan Libraries Without Walls. Many public libraries had antiquated, un-networked or

non-compliant systems with no vendor support. Some lacked automation systems entirely. The BC Government, through PLSB, initiated a \$1.2M FLIP grant program to assist library Federations of public and "non-public partners" with automating on standards-based, enterprise-class systems in consortial environments. In so doing, all libraries and library patrons would enjoy "equitable access to information."

After a rigorous procurement process, SirsiDynix's Horizon 8 was selected by the first of 6 participating Federations, and 74% of public libraries were ultimately planning to migrate to this platform. Three days from signing the first contract, SirsiDynix announced the cancellation of the entire Horizon product line, affecting over 2500 clients worldwide.

The open source Evergreen integrated library system, designed for consortial sharing, quickly emerged as the optimum solution, and was selected. The Association of BC Public Library Directors endorsed a PLSB proposal for a 5 year phased implementation of Evergreen in BC on 2 concurrent paths: 1. Launch a number of pilot sites; 2. Establish an Advisory Committee to determine a governance structure that would manage BC's consortial Evergreen instance. That Advisory Committee and the Evergreen project in BC ultimately became known as "Sitka."

Currently, the Evergreen software supports circulation, cataloguing, reporting and the OPAC. Acquisitions and serials will be available in Q2 2009, thanks to the Conifer consortia of Ontario post-secondary libraries (Windsor, McMaster, Laurentian, Algoma & the Northern Ontario School of Medicine).

The SITKA Team - a dedicated group of 5 FTE contractors (and growing)-has been migrating libraries to SITKA's Evergreen since November 2007; 16 public libraries are currently live and working towards shared bibliographic and patron databases. There are plans to add about 20 libraries each year for the next few years. College of the Rockies will be the first post-secondary library to "go-live" on SITKA's Evergreen in Q3 2009. Northwest Community College is expected to join in 2010.

The ILS Advisory Committee's Governance Working Group lead a 17 month research, development and refinement process that saw input from at least 16 library boards, 40 volunteers (several post-secondary), and which was subject to legal reviews and privacy assessments by government and others. Based on this process, the ILS Advisory Committee recently recommended a governance structure for SITKA's Evergreen instance, to which management of SITKA will soon transfer: The BC Libraries Cooperative, currently in the process of registration as a Cooperative, was purpose-built to provide for a library community owned, operated and governed instance of Evergreen in BC. It was also designed as a flexible organization that could provide services or pursue opportunities as meets the needs and desires of the library community. Lifetime membership in the Cooperative will cost \$50, and is open to any interested library in the province. Full details are available on the SITKA Website: <http://sitka.bclibraries.ca/>

## Discussion

Questions were raised about post-secondary involvement in Sitka and the BC Libraries Cooperative. How, or was, feedback sought from the post-secondary sector? The presentation given at the last CPSLD meeting did not discuss governance. Documents are on the Sitka website, but were not distributed by email.

A question was raised about the intentions of the BC Libraries Cooperative with respect to the Library 2020 multi-type library initiative. While on the surface, the flexible structure inviting participation from any type of library and allowing for a variety of project areas might suggest a potential organizational home for a multi-type consortium, the reality is a very new organization in the process of registering as a cooperative, developed primarily by a small group of public libraries for the purpose of sharing an integrated library system. The post-secondary library community has not been involved in the development of the BC Libraries Cooperative, and it is

not clear whether the governance structure would meet the legal requirements of post-secondary institutions. Further study would be needed. It is not likely that university libraries would consider Sitka for their integrated library system, as the Evergreen software is not perceived as capable of meeting the functional requirements of large academic libraries.

A question was raised about what is covered by the \$50 fee. This fee is for membership only, not fees for services.

Further information about Sitka and the BC Libraries Cooperative and/or an opportunity to provide input on the governance structure, would be welcomed. More fulsome discussion is to be scheduled for the next CPSLD meeting.

#### **4.2 Library 2020 update**

L. Copeland presented an update on the activities of the Interim Steering Committee. In summer 2008, PLSB, BC ELN and various post-secondary libraries and public library organizations contributed funding to hire a consultant to write a business plan. Marlene Morris and Associates have been hired; L. Copeland chairs the supervisory committee. The consultant has conducted in-depth research on the current state of collaboration in BC and opportunities for further collaboration, current multi-type libraries elsewhere, and conducted focus groups of key stakeholders. A draft report has been distributed to the Library 2020 Interim Steering Committee.

#### **4.3 Multi-Sector Bundle Update**

A. Cocchia presented an update on the Multi-Sector Bundle (MSB), implemented in August 2008. The Multi-Sector Bundle was made possible through cooperation with the Public Library Services Branch (PLSB) and Educational Resources Acquisition Consortium (ERAC) of the K-12 sector, as well as one-time AVED funding of \$250,000 to cover the gap in costs between existing spend and full participation for two years. This is an exciting initiative as the first core suite for all British Columbians. Financial benefits to partner libraries include access to more material, and financial benefits such as lower annual cost increases for existing products through participation in a larger, multi-year initiative. Ministry has been clear that no further special funding will be provided for the MSB. Details of pricing for the third year are still being worked out, and will likely reflect the BC ELN traditional tiered pricing model. The basic purpose of the MSB is equitable access to information resources across the province; the idea is a bread and butter suite of products.

Discussion: Support was expressed for the MSB and the broad concept of supporting transitions in learning from K-12 through to alumni. Some concerns were expressed about sustaining entirely through library funding, particularly given the current financial climate. S. Wallace mentioned that the broad-based bread and butter suite is not optimal for Emily Carr as a highly specialized institution. Others expressed concern about marketing the MSB core internally, for example encouraging local librarians to embrace the new products, and post-secondary administrators to support the financial commitment. The MSB is, in part, a Ministry response to a previous BC ELN funding request for Expanding Learner Resources, a priority identified by the Steering Committee. The MSB also fits with the 2006-2011 BC ELN Strategic Plan, which calls for increasing multi-sectoral collaboration.

#### **4.4 BCLA report: deferred.**

#### **4.5 BC ELN progress report**

G. Coleman presented on the Reciprocal Borrowing Initiative. In the fall we have been planning the process for launching the initiative. The first step will be the formation of a task group made up of representatives from a range of partner libraries. They will investigate issues of policies and procedures, and craft the terms of the BC ELN Reciprocal Borrowing Agreement for approval by the Steering Committee. The CPSLD agreement remains in force until replaced, and this is the

obvious starting place for policies, but there are a number of similar agreements in other jurisdictions from which we can borrow best practices.

Discussion: interest was expressed in moving to the next step, and support for standardizing policies to facilitate a one card for post-secondary libraries.

H. Morrison presented on the ongoing work of BC ELN database licensing. BC ELN now has 95 databases, and adds more each year. Most databases are renewed on a year-to-year basis. While most renewals are straightforward, at times there are changes at the vendor end (ownership, staffing, business models) requiring education and/or re-negotiation by BC ELN staff. BC ELN also continues to work with vendors to provide the best possible opportunities for partner libraries. Examples include the BC ELN Model License, revised in March 2008 and now the basis for BC ELN agreements with all major BC ELN vendors, providing the most favorable Terms and Conditions for partner libraries. Recently, Gale group agreed to lower their standard price increase to reflect the lower Canadian dollar, and introduced sub-tiers for Tier 1 (college libraries), providing an opportunity to participate at a lower cost for smaller college libraries, with no increase in the cost for other participants. The work of the annual renewals reveals the benefits of the MSB multi-year, multi-sector approach.

Discussion: J. Beavers inquired about the results of the Ranking Survey. Results will soon be released. A. Cocchia reviewed the BC ELN Resources Forum and Ranking Survey procedures.

A. Cocchia presented on the BC Digitization Symposium of Dec. 1-2, 2008, at the University of British Columbia's House of Learning. There were over 170 attendees from various sectors (post-secondary, public libraries, school libraries, archives, museums, and historical societies), including 16 representatives from post-secondary libraries. Early feedback is that this was a highly successful event, and a valuable education experience. There are already many digitization efforts underway. The organizing committee is working on a report of the results of discussions and activities that will be made available in early 2009.

Discussion: there was a question about the digitization survey. C. Hives presented results at the Symposium. Survey results noted digitization projects underway, but not affiliations (which would be helpful).

A. Cocchia spoke to the 20<sup>th</sup> Anniversary Celebration. At the last meeting, it was decided to postpone celebration to the 21<sup>st</sup> Anniversary at the BC Library Conference. The reason is that the 2009 BC Library Conference coincides with the BC Election, which would make it impossible for some of BC ELN's key stakeholders to attend. There was agreement on postponing the celebration.

## **5. New Business**

No new business to report.

## **6. Next Meeting**

Early July. Scheduling will take place by e-mail.

**Meeting Adjourned 2:00 p.m.**