



Canadian Federation of Library Associations
Fédération canadienne des associations de bibliothèques

**Board of Directors Meeting Réunion du
Conseil d'administration**

Friday March 1, 2019 – vendredi 1er mars 2019

12:00pm – 2:00pm ET – 12 h à 14 h HE

Zoom: <https://zoom.us/j/594698074>

AGENDA – ORDRE DU JOUR

**Guest: Huw Williams, President, Impact Public Affairs (12:15pm) Invité: Huw
Williams, président, Impact Affaires publiques (12 h 15)**

Attendance: Sonia Smith, Ryan Lewis, Paul Takala, Todd Kyle, Jonathon Bengtson, Alix-Rae Stefanko, Katherine McColgan. Norene Erickson (minutes), Ron Knowing, Christine Middlemass

Regrets: Katya Borrás, Stacy Allison-Cassin, Julie McKenna

**1. Welcome and Approval of Agenda
Mots d'ouverture et approbation de l'ordre du jour**

Meeting called to order 11:07 CMT.

**2. Appointment of Officers
Nomination de dirigeants**

MOTION: Paul Takala be appointed in the role of Treasurer, Jonathan Bengston Executive member at large

Moved by R. Lewis. C. Middlemass seconds.

Motion carries.

**3. Conflict of Interest Check
Vérification du conflit d'intérêts**

No conflicts.

**4. Approval of Consent Agenda
Approbation de l'ordre du jour des consentements**

- 4.1. Approval of the Minutes of the January 30, 2019 Board meeting
Approbation du procès-verbal de la réunion du CA tenue le
janvier 2019**

Document N^o 1
(page 1) 30

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| 4.2. Board decisions made by email
Décisions du CA prises par courriel | |
| 4.3. Report from the Executive Committee
Rapport du Comité executive | Document N^o 2
(page 10) |
| 4.4. Business Arising from the Minutes
Affaires déroulantes des procès-verbaux | Document N^o 3
(page 13) |
| 4.5. Receipt of the January 30, 2019 AGM Minutes
Reception du procès-verbal de l'AGA tenue le 30 janvier 2019 | Document N^o 4
(page 18) |

Quick note by K. McColgan: Girls Coding to not be considered – CFLA not to become involved. Great initiative but not within our scope.

MOTION: Approval of consent agenda. J. Bengston moved. P. Takala seconds. Motion carried.

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| 5. CFLA-FCAB Election Campaign (Huw Williams)
Campagne électorale de la FCAB-CFLA (Huw Williams) | Document N^o 5, N^o 6
(page 25) |
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H. Williams:

Election Flight path for libraries

Old model was to sit back and wait for what happens. Not bother Government.

We have championed Association to get their message out, leading into an election and making sure we are part of the conversation during the election.

1. Have to remain non-partisan to the election campaign. Danger for library communities if they seem to be picking sides.
2. At a particularly vulnerable point in time in terms of predicting election victories. We need to capture this 'captive audience' while we can, leading into the election. Must play the "long game", connect with all the candidates and all the parties.

Libraries need a social media campaign – easily sharable documents, driving people towards a single microsite, so that landing page is very simple towards "here are the key issues that affect our members", and more importantly, get them to take action.

Votelibraries.ca is the domain name that will be the microsite with tools that all people who support libraries can use, download, share.

Want to also prepare individual candidate briefings that we can share with candidates on the value of libraries. Set up regional meetings where we are taking candidates through these issues. We can give them social media credit for taking time to listen to these issues.

Library infrastructure, accessibility, and copyright are the key messages. These are broad pillars that can speak to many of the specific challenges.

Want to get the library engaged. Open to discussions as to what is on the microsite. Important to focus on just a few issues.

Q&A with members; Williams commended for the document that can be widely shared. Wording in the document, however, should focus on possibilities, not problems. CFLA will look at the messaging before anything is finalized, and make sure it is what we want to put forward.

K. McColgan: helpful to have people work with the messaging. General call to membership? Better to have recommendations and work with individuals.

Moving forward: making sure these are the three pillars we want to focus on.

ACTION: Each Board to go back to their representing association and get feedback prior to next meeting.

ACTION: suggestions on people who might help Katherine with accessibility and infrastructure file in terms of wording.

6. Treasurer's Report

Document N^o 7

Rapport du trésorier/de la trésorière

(page 27)

K. McColgan: Quarterly report; This is the second quarter into our current financial year. Accrual basis accounting, not cash basis accounting, meaning expenses and revenues are recorded within the timeframe they are incurred regardless of whether the bill is paid or the cash was received. CFLA is in a good financial position.

Still looking at engaging a bookkeeper.

Couple of pieces of travel that have not been accounted for in the budget.

D. Bourne-Tyson donated her award money of \$1000; K. McColgan to ask her if Donna had ideas or preference as to how to spend this money.

MOTION to accept report. P. Takala moved. T. Kyle seconds. Motion carried.

7. Executive Director's Report

* Document N^o 8

Rapport de la directrice Générale

Annual Report close to ready. Will be shared with Board before being sent out to Membership. This report is just for January/February activities.

A written report will be given to the Board every 2 months, first presented to the Board then to the Membership.

MOTION to accept ED Report. S. Smith moved. T. Kyle seconds. Motion carried.

**8. Decision Items Points
de décision**

8.1. Approval of CFLA-FCAB Use of Library Space Statement

Document N^o 9

P. Takala provided background. IFC feels strongly we need to list a Best Practices; libraries have indicated they need guidance.
Statement/qualifier added to Best Practices stating that these Best P. are offered for consideration.

MOTION: P. Takala: Move adoption of this policy.

C. Middlemass seconds.

Discussion: language still very directive (e.g. Will/Should). The recommendation is that some wording still needs to be changed.

K. McColgan: recommend to change addendum to include 'here is a selection of items that are common' – indicate these are suggestions only.

ACTION: P. Takala/K. McColgan will take it back and reword.

Approval put aside until we go back and talk to IFC about proposed minor changes.

8.2. Approval of Joint Meeting MOU

Document N^o 10

Approbation de la protocole d'entente des réunions conjointes

(page 32)

Want to be able to use this for the 2020 event.

Needed to add an "out" clause in case the event gets cancelled.

MOTION: A Stefanko moved to accept the MOU as presented. P. Takala seconds
Motion Carried.

9. Discussion Items Points de discussion

9.1. CFLA-FCAB Draft Strategic Plan

Document N^o 11

Projet du plan stratégique de la FCAB-CFLA

(page 34)

Suggestions have come in for more revisions. Deadline is end of March to have another version ready to present.

Looking to have the Strategic Plan in place for the end of this fiscal year. But feedback by this spring, in place earlier if possible.

9.2. Board Representation and Renewal on CFLA-FCAB Committees Représentant(e)s siéger aux comités et les renouvellements

We do not have a Board member on two committees (Cataloguing and Copyright). It was suggested at the January Board meeting that Board members take over role of sitting in on committee meetings rather than Katherine. K. McColgan: sees value in sitting in on those conversations. Would

like to continue although it would be helpful to have a Board member on each committee too.

P. Takala is stepping back from IFC but won't do so until another Board member can sit in on the Committee.

9.3. Open Government Global Summit
Sommet mondial pour un gouvernement ouvert

CFLA submitted a panel proposal to the Summit by the deadline but have not heard. Nothing to report at this time.

9.4. Report from The Partnership meeting Rapport de la réunion avec The Partnership

A Stefanko: important to sit at this table, when the Partnership meets and provide a report. No further discussion.

9.5. Report from NIKLA-ANKLA meeting

Document N^o 12

Rapport de la réunion d'ANKLA-NIKLA

(page 36)

Report submitted by J. McKenna and S. Allison-Cassin, No further discussion.

9.6. Report from Fédération de milieu documentaire meeting

Rapport de la réunion avec la Fédération de milieu documentaire

A Stefanko: CFLA would like to have something at the FMD conference coming up later this year.
Membership: Former ASTED not a current member of ASTED. It is always open to them, this was made clear.

Always happy to meet and collaborate; valuable to have met in person.

K. McColgan: We can always sign on to become a member of FMD as well; there is a benefit to be a part of those discussions.

9.7. Committee Reports

Document N^o 13

Rapports des comités

(page 37)

No further discussion.

10. Future Meetings

Futures réunions

10.1. 2020 National Forum

Forum national 2020

10.2. 2021 National Forum

Forum national 2021

A Stefanko:

2021 National Forum: ABQLA (Katherine Hanz) brief meeting noting interest. They may put forward a more formal proposal that they are interested. Perhaps in conjunction with the ABQLA conference.

2020 National Forum: we had received and approved a letter from MLA in regards to holding the national forum at their conference time. This was announced at the AGM. April 7-8, 2020. CULC t to hold their annual meeting at the same time so they can be present.

Possible themes: indigenous library services, accessibility, SDG (sustainable development goals).

ACTION: Executive will look to formulate a proposal and solicit to the Board for feedback.

11. Other Business

Autres affaires

12. Next Meeting (April 12, 2019) Prochaine

reunion (le 12 avril 2019)

13. In Camera Discussion

Discussion à huis clôs

14. Adjourn

Levée de la séance

Meeting adjourned at 12:07 MST