



Canadian Federation of Library Associations
Fédération canadienne des associations de bibliothèques

Board of Directors Meeting
Réunion du Conseil d'administration

Friday March 19, 2021 – vendredi 12 mars 2021

12:00pm – 2:00pm ET – 12 h à 14 h HE

Zoom Meeting

Minutes

Attending:

Julie McKenna	Todd Kyle	Kirk MacLeod	Rebecca Raven	Mary Chevreau
Graeme Tennant	Katya Borrás	Helen Carrier	Todd Mundle	Ann Smith
Christine Middlemass				

Absent:

Sharon Rankin

Vivian Lewis

1. Opening Statements and Movements

1.1 Call to order:

Motioned Todd Kyle

1.2 Approve Agenda

Motioned by Mary, Seconded by Kirk

Discussion: None

All in favour: All

All opposed: None

Motion Carried.

1.3 Conflict of interest Check:

None brought forward.

1.4 Consent agenda:



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Approval of minutes of Feb 12, approval of the report of the executive committee, business arising.

Approval by Ann and Todd Mundle.

Any discussion: none.

Report on the executive committee: TK will follow up with Katya on the Intellectual Freedom document as has not been done yet.

All Approve of the Consent agenda: all

All opposed: none

Motion carried.

2. Treasurer's report with Mary.

Motion to receive the Treasurer's report: Katya

Second: Todd Mundle.

Mary's Financial report:

This report was partially approved before the AGM and didn't have an opportunity to get full approval. It is an odd budget and one a long time in the making. We converted to a different accounting environment, and found a bookkeeper. It has been an unusual year, which means we haven't seen revenues we were hoping for, but we also didn't see the same expenses.

We took an aggressive approach to this year with the understanding that it's an unusual year, and we will have a formal in-person meeting with expenses to support this activity. Eg: travel and stay.

There are three pieces to the budget. The first is the budget itself, the notes that go with the budget and the balance sheet.

TK: Ordinarily this would be a six month budget, but this is a budget for the current year.

MC: Correct, can we get a motion to approve the up-to-date and accurate budget with the understanding that this is an anomaly when it comes to our normal and usual operating budget?

Julie M: I'm looking at the budget report which is the budget from September 2020, to August 2021, one thing I'm noting is that the notes don't line up with the budget. Perhaps I'm missing something?

MC: That is not the right document, perhaps that is the wrong document. Rebecca, do we have another document.



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RR: There may have been something lost in translation between the original excel sheet and the PDF that we're looking at now. I will accept responsibility for not having the correct and most up-to-date budget.

JK: Would it be possible, because all of the notes in this document reflect what we've discussed, and those are the changes to the budget, I would be happy to make a motion that the budget be approved. Unless there are any concerns raised, once the document is circulated and updated with the notes recorded here are reflected in the actual document. I would like us to move forward as we've discussed all that has presented.

I motion: We approve the budget in principle that is reflected in the notes attached with the correct version of the PDF.

TK: Because we do have a motion on the table that has already been passed by Kirt and Todd, will they maintain their approval with these amendments? Yes, we now have an amended motion. We don't need to vote separately for this new item. Do we have any discussion? Mary could you review those numbers if we made those corrections?

Hellen Carrier: I see on our agenda we have an in camera discussion about fees, is this connected to our budget?

TK: I believe it is. The budget was prepared not making any changes to proposed revenue for that discussion.

MC: That is an ongoing discussion.

RR: Under revenue, the first note for national forum, we have a forum of 5k but that zeros out as we don't have a national forum this year. The misc revenues is the cash back from the corporate visa, and I don't know if that changes. The professional fees were the professional membership the previous ED belonged to. Administration increase to help the new administration assistant.

TK: Julie has just shared with us the corrected version. We can work off of this new corrected version, and this is the version of the budget we have approved on.

MC: Executive Travel has also been reduced due to the pandemic. We moved the cocus fee and the national forum expenses. With those 8 changes and 8 notes, it will leave us with a predicted 17,100 dollars surplus. If this comes to pass, it will be moved to reserves to support further initiatives that CFLA will undertake in the future. We're



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healthy, we have money in the bank to use on other initiatives, and we can park it for a very busy 2022, and have a more realistic budget for 2021.

TK: Are we still comfortable with the motion to approve the budget as per notes provided? One other clarification: the original version, the bottom line had a deficit of 20K and in this version has a surplus of 17K, and that change is not captured in those few changes we made.

MC: I would suggest not looking at the wrong report :) We have the right budget thanks to Julie and you can delete the other one.

TK: It has been deleted from my brain. The motion then is to approve the budget with the notes present. Is there any further discussion?

All in favour: all

Opposed: none.

That is carried. We now have a budget.

This is the longest we've gone without a budget, and it reflects the time we're in, and not having a bookkeeper, and not those who are present.

3. Executive director's report.

TK: Is there anything that anyone would like to discuss or does anyone have any questions about the Executive Director's report.

Motion to receive the Executive Director's Report: Mary

Second: Hellen

Discussion: None.

All those in favour: all

Opposed: none.

Motion carried.

4. Discussions Overtaken by email.

We are taking this opportunity to review and confirm those topics we've discussed via email.

4.1 Endorsement of the letter from Canadian school libraries



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TK: Regarding the funding cuts in the Pembina School District in Manitoba. There are three attachments: the first is CSL's original letter. The second is the draft of the letter to send to the minister of education in Manitoba supporting it. Finally, there's a covering letter to send to our members.

RR: I want to thank everyone's patience in this. I received word from the government relations firm this morning.

TK: To clarify, we will need to translate the letter to french before sending it out to members.

TK: We already have some approval via email. Some clarification: There were points for and against this motion. The concern was our advocacy policy gives us conditions to support issues that are local, and one is if a member association has asked us to support it; in this case it was CSL. Was MLA concerned about this?

JM: There hasn't been any expressed concern, and I have been in contact with Kerry, the president of MLA.

TK: The second condition is if it is of national importance and we as a board reached a consensus that it was of national importance. Mainly because the district had been the recipient of an award for its implementation of CSL's national standards on School Libraries.

TK: Finally, it's inline with our strategic positions on related matters. This was a bit harder as we've never put down guidelines on school libraries. But the consequence of damaging the positions of libraries is of our concern and consistent with strategic things we'd be concerned with.

We need a motion to confirm decision to support the letter for CSL
Ann and seconded by Todd Mundel
Further discussion:

MC: I'm very interested in the fact that MLA has been silent on it. It seems that it would be much more appropriate for them to start this conversation and have them approach CFLA rather than having CSL going through it. It seems that we're missing a very important voice.



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JK: MLA are completely overwhelmed in Manitoba. It's in the college and university records, it's in the public library sector. They ran their AGM earlier in March, and Karry has been put in the position to carry on as their president for the fifth year in a row. It is very challenging to get their members of their executive to hold meetings. They are such a small province, they are so dependent on everyone presenting to be working, and there are so many who are not. So I have been in touch with Karry, and can bring this to her attention.

TK: Thank you, that does answer it. Karry will Carry on. Sorry for the pun.

4.2: Copyright extension to CUSMA

TK: The other decision was the copyright extension to CUSMA. A decision that was hard to make over email, as the deadline we thought was looming for our copyright committee was extended. We also sent out an incomplete version of their paper. We want to make sure we're comfortable with their final draft.

TK: I did make some effort in summarizing what they were suggesting. They are not pushing back the extension, but coming up with a mitigation strategy that protects libraries from being sued by unwittingly breaking copyright of orphaned or/ discontinued works that would come forward and claim their rights. Very good work from the experts.

Will someone put forth a motion to confirm our decision to approve their submission.

Motioner: Anne and a second: Katya.

And any discussion: none

All in favour: all

Opposed: none

Carried

5. Decision Items

None to speak of.

6. Discussion items:

6.1 Cuts to CELA and NNELS. Need a verbal update

TK: CELA is the Center for Equitable Library Access and NELS: the national network for equitable library service who produce and distribute accessible versions of published materials for people with print disabilities. They are funded by some provincial as well as the federal government. The federal government has made the decision to stop the funding over the course of three years. That was to take effect April 1 of this year. There



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was a campaign to stop that decision and CFLA has asked to assist with this. The Government has made the decision to reverse the first year only. The 1 million that would have been cut will no longer be cut. The rest of the years have still been on the table to be cut, and CELA and NNELS requests that we continue to lobby for this.

This is a matter that is a strategic importance for CFLA but we've never had a committee on accessible materials. We have representation on a federal government consolation panel. It concluded it's work in 2018. We don't have any ongoing strategic actions in that action, but it remains an important federal concern of ours. At the moment there's no action recommended, but it could be in the future.

And discussion?

None.

6.2 Spring Member update:

RR: Quarterly update for our members. We are aiming to have four through the year, and one was done in the fall. This came about through a conversation I had with Mary and Sheila Paterson, the Executive Director at OLA, regarding the membership fees, and the request to insure that member associations understand the value of their investment in our organization. The work that CFLA does is not just in support, it's a resource saving for member associations. This is why this particular update came out at this time. It was pointed at the funding model. WE should have it translated and sent out for our members in the next couple weeks.

TK: I think it was great. I'm quite happy to see it, and the timing is quite good. Thank you again Rebecca.

MC: It was like a lightbulb went off. We do a great job promoting our own work and our profession, why we do what we do, and why we matter. We don't do so well when it comes to CFLA. Particularly the committee work we do is excellent and it's very important themes and topics; with so much expertise in these matters. We don't toot our own horns enough that we are experts in these areas, and people should see us as the ultimate source for all issues in our countries. The general community don't know about us, and organizations and institutions don't know about us, and dare I say some of our members don't know what we do. It behooves us that to advocate and champion what great work we do on these committees.



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TK: To add to that, it's a great activity for us to continue to champion our work. Members of the board need to attend conferences and AGM for wonderful opportunities to do this.

MC: To add, we have an admin position opened up right now to allow our executive director this opportunity right now to champion our cause and elevate these tasks that have been bogging her down. So I'm very in support of this new position.

TK: Any other comments or suggestions? None.

7. Other Businesses

7.1 Updates on Committee doings

Copyright:

TK: Anything that needs to be updated on?

Ann Smith: Nothing at this time. The committee is working full out on that 31st of march deadline. Does anyone have any questions?

Cataloguing / metadata

TK: anything that needs to be updated on?

JK: nothing, most everything is self explanatory unless anyone has any questions.

Moving on to the two committee reports in one motion.

Receive these two Hellen, seconded: Mary

In favour: all

Opposed: none

That is carried.

Next meeting is April 30th

TK: thank you everyone and we'll see you in six week.

Meeting adjourned.