LTAIG Meeting Minutes
Monday, March 28, 7pm 2011
at the Mount Pleasent Branch of VPL

Present: Chair: Heather, Minutes: Sarah, and Stephen, Tanya, Sandra, Jefferey, Tamarack, Annalee, Liza, Anita, Dean, Cameron & Danice

Regretfully, there was a glitch with the booking of the Elluminate software. One participant was able to participate via Skype.

1. Welcome & Introductions.
2. Approval of Agenda **moved** Sandra **seconded** Jefferey
3. Approval of Minutes from February 21, 2011 **moved** Tamarack **seconded** Anita
4. LTAIG Updates
    a. Website (Stephen)
        i. no new website news
        ii. new spaces on discussion board, for conference related discussion
    b. Blog - (Sarah)
        i. new four posts, interview guest post conference big question
        ii. Tamarack's guest post to be published on OALT newsletter
    c. Education (Shanna)
        i. see attached report
    d. Mentoring – Tamarack
        i. UFV Alumni Speed Mentoring 2 weeks ago, very successful, photos were sent to list-serv, Langara thinking of doing something similar next year
        ii. Winter session survey responses being put together in a report by Tamarack
            1. 4 pairs of mentoring pairings
            2. 2 at start of session, 2 later on by request
            3. Increased sense of community, creating connections
            4. Very positive response overall
            5. but, they wanted a bit more guidance in how a mentoring pairing should work
            6. 75% were newcomers, new career, new language, but very very helpful
            7. **Recommendation**: continuous intake
5. FV Chapter Update (Tamarack)
    a. no meeting since last LTAIG meeting
    b. One event, Speed Mentoring night, which was fun with good turn-out
    c. Next meeting 19th of April
6. Section Petition and Resolution (Stephen)
    a. Petition News: Talked to BCLA Office, 72 signatures that are valid, but 9 will expire before AGM, we need 77 valid signatures by April 6th, 2011
    b. **Action**: Will email List-serv with a reminder, also talk to Allie about issues

signing up for list-serv

c. Resolution: has been approved, and submitted to the BCLA Board

7. BCLA 2012 Conference Working Group update (Stephen)
    a. There was a meeting, Stephen was not able to make it, but will receive the minutes, there will 2 sub-committees: location & sessions.
8. Convenor position (Stephen)
    a. Stepped down, looking for someone to step in
    b. **Action:** email list-serv with "job posting", encouraging people from other chapters to participate
    c. **Action:** Appoint new Convenor
9. Action Items from February 21, 2011
    a. Work plan - Heather **Done** https://docs.google.com/document/d/1tnMAiBdsPUYxlsO_WKReNYmBmB3wzGqwe_RFlBLNhy8/edit?hl=en&authkey=CIuogJo
    b. Contact petition signers with expiring membership - Stephen **Done**
    c. BCLA AGM proxies (emailing about it)- **All Done**
    d. BCLA Conference social location - **Done** Annie from Victoria set up an event at Bartholemew's Pub at 7pm April 8, 2011
    e. BCLA Conference table schedule - Sandra
        i. Message sent to list-serv
        ii. Friday is filled!
        iii. **Action** looking into non-conference attending volunteers being able to man the table
    f. Guest speakers for meetings - **Deferred**
    g. Volunteering listserv & blog posts - **Inprogress**
        i. Haven't heard back from a couple of people but will go ahead
        ii. **Action** Check against work plan blog website
    h. BCLA Conference blog post - **Done**
    i. Proposal for forums with members (Tamarack)
        i. Sent out Dialogue proposal to list-serv:
            1. people of the community (BCLA members and non-members) to get together and discuss vision/function/strategy, Goal to get a clear sense of purpose
            2. proposed 2 options
                a. have a meeting on an evening: workshop with discussion questions at all chapters, and then get together and discuss, need to be facilitated
                b. discuss over several weeks
            3. **Action** Will send out email actively looking for participation, work on poll for preference.
10. Other Business
    a. Sarah leaving for school, will be available via email to help with any projects
    b. re: LTAIG Table, will have poster, brochures, flip binder, mentoring display,

pictures from social events

c. Draft constitution sent to BCLA board
d. Librarians? we would welcome them.

11. Next meeting:

Date: May 9, 2011
Location: **TBA** (Burnaby, Whalley)
Chair: Tamarack Hockin
Minutes: Sandra Cole

Meeting Ended at: 8:30

Education Report

1. **WHAT:** BC Historical Federation's annual conference, hosted by the Powell River Historical Museum and Archives
   WHEN: May 5-8, 2011
   WHERE: Powell River, BC
   INFO: http://www.powellrivermuseum.ca/BCHF/BCHF.html.

2. **WHAT:** Workshop for Instruction in Library Use (WILU) 2011 – 'Learning Under Living Skies'
   WHEN: June 1-3, 2011
   WHERE: Regina, SK
   INFO:
   - Over the decades WILU has grown to encompass all aspects of library instruction and librarians (library workers) as educators. Traditionally focusing primarily on Academic libraries, this year we have made an effort to branch out and include school and public libraries in the conversation too.
   - Program line-up online: http://www2uregina.ca/wilu2011/program
   - Full conference registration fee:
     - Early Bird (by April 15th) = $255 Cdn + 5% GST
     - After April 15th = $300 Cdn + 5% GST
   - Single day registration fee:
     - $120 Cdn + 5% GST
   - Registration closes May 16th
   - To register, go to: http://www2uregina.ca/wilu2011/registration

3. **WHAT:** AALT 2011 Conference – 'Get Connected'
   WHEN: May 26-29, 2011
   WHERE: Mayfield Inn and Suites, Edmonton, AB
   INFO:
   - Registration will be opening SOON – No actual date given, but it says 'March'.
   - Featured sessions include:
     - Videoconferencing in Libraries
     - Videogame Collections from Start to Finish
     - Author Visits to Die For
     - Basic Technology Planning for Small Libraries
     - Programming on a Shoestring
     - How to Raise Funds for Books and Everything Else in Today's World of Shrinking Budgets
     - In Your Face: Cheap (But Effective) Ways to Market your Library

4. **WHAT:** Read Dating: Fun Readers' Advisory Professional Development Event
   WHEN: Thursday, May 12th, 2011 @ 6-9pm
   WHERE: VPL Central Branch, Alice McKay Room (350 West Georgia Street,

Vancouver)

INFO:

- Cost: $10 (Reasonable!)
- This event will bring library employees face-to-face with local authors, for the purpose of having fun while sharing information about genres, sub-genres, books, authors, and library trends and patrons.
- All library employees involved in selection, readers' advisory, or other related duties are invited to attend! The event will follow a fun speed-dating format
- Refreshments will be provided during a mix 'n' mingle break, and each library attendee will receive a goody bag containing informative and promotional material from attending authors.
- For more information and to see the great list of authors signed up to date, please see the Read Dating website (http://readdatingvancouver.wordpress.com/)
- To register, please visit the BCLA registration page: (http://bcla.bc.ca/readdating)
- Registration Deadline: Noon, April 29th

5. **WHAT:** Leadership at the Local Level (Webinar)

WHEN: Thursday March 31, 2011 / 2pm EST

WHERE: Your computer

INFO:

- A webinar presentation to help local library trustees/board members plan simple goals and objectives, and realize them by getting staff onside, and outreaching to the community. This session will help all groups – local trustees, Friends of the Library, and staff members to focus on the needs of their library, however small, and help them move forward to get things done.
- Who should participate: Public Library Board trustees, Friends of the Library, staff in "one person" libraries (especially in rural areas), any other volunteers in the public library field.
- Key topics to be explored:
  - Introduction and overview of the strategic planning process
  - The setting of realistic goals and objectives
  - The delegation of tasks
  - The setting of time-lines
  - The securing of local partnerships
  - Communicating with staff
  - Evaluation
- To register: http://www.thepartnership.ca/partnership/bins/calendar_page.asp?cid=2488-2315-4114

Proposal for LTAIG Dialogue

Purpose of the Dialogue

To coordinate a timely discussion throughout LTAIG[1] concerning the vision, function, and strategy of the association.

How the Dialogue will be Coordinated

Two options are presented for how meeting(s) will be organised:

Scenario 1

A special general meeting will be organised to include all BC LTAIG chapters. The night will run as two halves: The first half being local discussion only, and the second half coordinating all chapters in an online discussion. Time would run at an estimated 2-2:30 hours total (approximately 50 minutes, 20 minute break, 50 minutes).

Scenario 2

Two meetings at all BC LTAIG chapters will need to be organised: The first will be a local dialogue only, the second will be a special general meeting to coordinate all chapters in an online discussion.
In either scenario, the first part of the dialogue will be held independently within the chapters so members can discuss face-to-face the dialogue questions. The special general meeting (second part) will be facilitated to allow each chapter to contribute points.
Two or more recorders will take notes throughout the general meeting, and discussion may be followed up on the LTAIG forum.

Goals for the Dialogue

Upon closing of the special general meeting, our goals are to revisit and possible re-draft LTAIG's statement of purpose/mission statement ("why are we here"), document areas of responsibility and goals for the association ("what do we want"), and strategise for meeting the needs defined by membership during the dialogue ("how do we want to do it").
These issues are meant to lead the discussion from the general (personal motivations) to the specific (organisation action plan). It is an ambitious goal, to suggest the association come together cross-province and attempt to define its vision, function and strategy in a short evening.

However, our vision, function and strategy are being defined regardless, by default, and without our participation.

After the Dialogue

After the special general meeting a plan for ensuring follow-up will be needed. Much of how we proceed will be determined during the meeting.

Action items are the intended outcome of the general meeting, but it is possible that some items or issues may be tabled for follow up at LTAIG's AGM (fall of 2011). Summaries from the recording secretaries will be shared on the LTAIG forum, where discussion and decisions on action will continue.

Next Actions

A date for a special general meeting will need to be set sometime in late April or early May. A poll for the date can be send to chapter liaisons for coordination. Additionally, space with facilities for online meeting will need to be set up. If we use Elluminate or Skype, chapters will need to meet someplace with a connection to the internet, and will need a decent quality microphone and speakers so members can participate fully. Local colleges, universities, or library meeting rooms are suggested. In the case of scenario two (two meetings), a separate pre-meeting will need to be coordinated within each regional chapter for the first part of the dialogue.

Workshop-style documents will need to be drawn up for the meeting(s). Tamarack Hockin and Alison Maher are currently working on this, but the process is open to any other technicians and assistants, within or outside of LTAIG, who would like to contribute or be otherwise included in the process. Upon approval of the proposal an introductory email will be sent to the LTAIG listserv explaining the initiative and welcoming involvement and input.

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[1] Current LTAIG members as well as technicians and assistants in BC who are interested in the association and may potentially become members in the future.