# Alberta Association of Academic Libraries
**Fall Meeting Agenda**
**Thursday, November 22, 2012**

## Location:  King's University College

*9125 –50 Street*
*Edmonton, AB, T6B 2H3*
*Host contact:  Tim Janewski, Director of Library Services*
*Phone:  780-465-35*00
*Email*:          tim.janewski@kingsu.ca/
*Website:*         http://www.kingsu.ca/

## AAAL Executive & Key Contact Information

*Co-Chairs –*          Susan Brayford (403) 210-4477 susan.brayford@sait.ca
                    Samuel Cassady (403)284-8515 samuel.cassady@sait.ca
*Secretary-Treasurer –* Leigh Cunningham   (403)504-3654 lcunningham@mhc.ab.ca
*Membership Coordinator –* Liz Fulton-Lyne (780)644-6073 liz.fulton-lyne@norquest.ca
*Director-at-Large –*    Isobel Rancier (780)471-8796 isobelr@nait.ca
*Newsletter Editor –*    Luke Malone (403)284-7307 luke.malone@sait.ca
*Workshop Committee –*Lisa Shamchuk (780) 633-3574Shamchukl@macewan.ca
                    –Tara Stieglitz   (780 633-3187) stieglitzt@macewan.ca
                    –Corene Kozey corene.kozey@lethbridgecollege.ca
*Nominations Committee –* Keith Walker (403)504-3539 kwalker@mhc.ab.ca
                     Brad Neufeldt (403)254-3722 Brad.Neufeldt@stmu.ca
                     Eve Poirier   eve.poirier@norquest.ca


*9 am – 9:30 am*
**Coffee and Snacks**


*9:30 am – 9:45 am*
**Introductions & Ice-Breaker Activity**


*9:45 am – 10 am*
 **Co-chair's report to the members; Samuel Cassady and Susan Brayford**
- Looking towards the Spring meeting & the importance of a AAAL website solution
- Executive voted on using Google Sites for the new AAAL website
- Website presentation and call for Webmaster volunteers
- Dan Mirau's report on the Post-secondary Library Directors Standing Committee

*10 am – 10:10 am*
**Secretary Treasurer & Membership Coordinator reports**
- Leigh Cunninghan on banking challenges with the AAAL name and signatures
- Liz Fulton-Lyne on AAAL membership and dues

*10:10 am – 10:30 am*
**AAAL ILL Initiative, Tim Janewski, Bonita Bjornson, Karen Hildebrandt, Dan Mirau, Liz Fulton Lyne, CJ De Jong**
- Short presentation, report, and motion for support

*10:30 am – 10:40 am*
**AAAL annual statistics, sent electronically by Susan Brayford**

*10:40 am – 10:45 am*
**Date and Location of the Spring Meeting Thursday, April 18, 2013 in Calgary.**
- Volunteer for the host site for this Spring meeting in Calgary.

*10:45 am – 11 am*
**Coffee Break**

*11 am –11:10 am*
**Nominations Committee of Brad Neufeldt, Keith Walker and Eve Poirier**
- Report regarding the Chair position; nominations in the Spring

*11:10 am – 11:20 am*
**Karen Hildebrandt, introduced by Isobel Rancier**
- News from the Library Association of Alberta and the Canadian Library Association

*11:20 am – 11:30 am*
**Newsletter report from Luke Malone**
- Ideas for themes and topics

*11:30 am –11:50 am*
**Roundtable discussion of news from across the province**

**Afternoon Workshop Sessions**

**Introduction of the workshop sessions by the Workshop Committee, Lisa Shamchuk, Tara Stieglitz and Corene Kozey**

*1 pm – 1:40 pm*
**Grant MacEwan University**
- Library Mobile App

*1:40 pm – 2:20 pm*
**NAIT**
- Interactive Tutorials

*2:20 pm – 2:40 pm*
**Break**

*2:40 pm – 3:20 pm*
**Info Literacy Group**
- Alberta Literacy Project

3:20 pm –*4:00 pm*
**Liz Fulton-Lyne and Simon Underwood**
- Tribal Colleges

**AAAL Meeting adjourned at 4:00 pm**

**Alberta Association of Academic Libraries**

Spring 2012 Minutes

Thursday, April 19th, 2012

8:30 am – 4:00 pm

Library Lower Level MC008 — SAIT Library, Heart Building

1301 - 16 Avenue NW, Calgary, Alberta, Canada, T2M 0L4

### *8:30 am - 9:00 am*

- Coffee, refreshments and socializing.

### *9:00 am - 9: 30 am*

- Welcome from Dave Weber, librarian at SAIT. Brad Neufeldt thanked to SAIT for hosting the AAAL.

- Dave Weber from SAIT had announcements regarding directions for attendees to connect to the web.

- Approval of & additions to the Agenda [agenda approved]

- Approval of Minutes of Thursday, November 17, 2011 [minutes approved with friendly amendments] (p. 7 information on page 7 should be to Portage College, not Lakeland. | Netspeed did make money.  Delete it from the minutes. | "Donavon" should be spelled "Donovan.")

**Executive reports**

**NOTE:** Written reports from the Executive and from the Committees & Working Groups were submitted in advance of the fall 2011 Meeting (2011 November 17). They can be accessed online as part of the Agenda & Meeting Package @ <http://aacl.engineseven.com/node/120>.

*Executive reports accepted.*

- Chair's Report: Brad Neufeldt

  → Nominations had been made to fill the positions of the executive members who had completed their terms.  The executive successfully used Google + for meetings.  The division of iWeb, the hosting company chosen into two entities slowed the migration of the AAAL website.  Funio is the part that offers web hosting.   There is misapprehension of the role of AAAL in brokering ILL among members.  An AAAL goal states the following.

    *2. Provide opportunities to share resources. Strategies:*

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    *Support an interlibrary loan agreement that include providing loans free of charge amongst member libraries.*

  → No policies for ILL among members exist and to the chair's knowledge none have been in place in the recent memory.  The next executive will grapple with the direction to take in the future.

  → The fall 2012 AAAL meeting is free of conflicts with other major library meetings and workshops.

  → Thanks to other executive members, Isabel Rancier, Liz Fulton and Sheila Clark for their work.

  → Dan Mirau asked about charging for ILL among AAAL members.  The issue came up when Concordia went to invoice another AAAL library and that library pointed out that ILL was free

between AAAL members.  Helga Kinnaird mentioned the policy predates membership of larger universities.  Tim added that there are multiple ILL agreements among libraries.

→ Dan Mirau, Tim Janewski, and Liz Fulton agreed to form a committee to look at the issue.

- Secretary/Treasurer: Sheila Clark – *please consult the written report*

    → The fiscal year began with a balance of $2,350.88 and ended with a balance of $1,445.00. The AAAL income was entirely from membership fees in the amount of $1280.00, $240.00 more than received last year.   Expenditures totaled $2,185.38 including in costs associated with the name, honoraria, TAL fee and sponsorships.  Expenses exceeded expenditures by $905.38.  Membership fees for the 2011 and 2012 year were both paid during this fiscal year as were the honoraria to Tom Skinner.

    → During the previous week, the secretary-treasurer became aware that the fiscal year actually is from January 1 to December 31.  She recommends that the next secretary-treasurer present the next statement according to the correct fiscal year.

- Director-at-large: Isobel Rancier – *please consult the written report*

- Membership Coordinator: Liz Fulton-Lyne – *please consult the written report*

    → Liz Fulton reported on invitation to First Nations colleges.  The low response is likely due to an inadequate travel budget and high staff turnover.   Liz suggested travelling together to share travel expenses or participation through video conferencing.

### Business

*9:45*

1. Nominations: Keith Walker

    Elected to the following positions were:

    → Chair: Jason Kueffler from SAIT
    → Secretary-treasurer: Leigh Cunningham from Medicine Hat College
    → Newsletter: Luke Malone from SAIT
    → Report accepted

*9:47*

2. Proposed amendments to bylaws: Katharine Barrette

    → Katherine moved to accept bylaws
    → John Burgess seconded the motion
    → A question on statistics third bullet led to changing the wording from "Distribute the completed statistics" to "Distribute statistics".
    → It was noted on p. 28 that meetings do not necessarily alternate between Calgary and Edmonton.
    → The word " post-secondary" was added in 2.2 to describe academic libraries
    → 2.5 (ii) was changed from "Voting rights of institutional member shall be suspended if they fail to make payment after September 30" to  "Voting rights of institutional members shall be suspended if they fail to make payment  before September 30
    → Motion passed with friendly amendments.

*10:03*

### Break

*10:30*

3.  Statistics Reports [Susan Brayford] (note: due to unforeseen circumstances Susan was unable to attend the meeting)

    → Keith asked for feedback on new, streamlined statistics form.  The group consensus was that they were easier to complete than the previous form.

    → University of Lethbridge, University of Calgary and University of Alberta will be asked to submit statistics to AAAL.

    → Keith thanked members of committee.

    → Helga expressed concern that the current form does not capture all that is happening in information literacy such as librarians who are embedded in courseware answering reference questions through that venue.  Few libraries do tours anymore.  Keith responded that such activities are difficult to define in such a way that the resulting statistics are comparable.  Info lit takes place in many ways.

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    (public access).
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    used to track statistical benchmarks of its membership. Note, that this does not
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    AAAL of its membership.
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    → Attendees noted that newspapers or other organizations to could use the information to put us in a negative light.  A possible solution would be to put a creative commons license on the information.  However, we may not be able to enforce our license.  Attendees were uncomfortable with putting out salary information.  It was recommended to send Motions 1 and 3 back to the executive.

    → Brad moved Motion 2

    → Dan seconded

    → The question of how useful the measures are stripped of data was raised.

    → Motion 2 passed

    → Further discussion:

    → Giving the data to TAL will help TAL advocate for us. AAAL statistics have been used by members for getting more staff, space and funding for electronic databases and for self-studies.  Access to the statistics is a drawing card for new members.

    → A friendly amendment proposed that TAL be asked to release information such that individual members are not identified.  Information should anonymized but not necessarily aggregated.  TAL mat decide only parts of the statistics indicators are useful.

    → Motion: TAL be granted access to anonymized statistical data taken by AAAL of its membership.

    → Brad moved

    → Alison Nussbaumer seconded

    → Motion passed with seventeen for and two opposed.

<u>*11:05*</u>

4. Next Meeting

→ Proposed Date: Thursday, 2012 November 22 (NOTE: This is usually set to coincide with the date for TAL Board of Directors meeting).

→ Proposed Location: Grant MacEwan University (GMU) has volunteered to host (via email 2012) Yvonne Rezek RezekY@macewan.ca also informed the executive that the *Paul Byrne Hall* in the *Robbins Health Learning Centre* for the AAAL meeting and workshops for 2012 November 22

→ REMINDER: The AAAL, formerly the AACL, was formed in 1973, the 40th anniversary of the Association will be 2013.

<u>*11:06*</u>

### Committees & Working Group Reports

- Nominations Committee – see business item #2 [Keith Walker]

- Bylaws Committee – see business item #3 [Katharine Barrette]

- AAAL statistics – see business item #4 [Susan Brayford]

- Newsletter Report: Terry Donavon

  → Terry Donovan is stepping down as Newsletter Editor. The new editor is Luke Malone at SAIT. All attendees were asked to submit their round table comment to Terry to be forwarded to Luke for inclusion in newsletter.

- Workshop Committee Report: Lisa Shamchuk, Corene Kozey, Tara Stieglitz – *please consult the written report*

- Web Master Report: Brad Neufeldt presented Sonia McNaughton's report

  → The web address aaal.ca is now working.  Recommended that webmaster be given administrative permissions access to enable her to make changes.

  → Alice Swabey: Moved to pursue recommendations in web report.

  → Keith Walker seconded

  → Motion passed

  → The AAAL listserv, hosted at Banff, is currently separate from website.  There is a movement to consolidate the listserv and website.  Sona is willing to continue as webmaster.

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- Library Association of Alberta (LAA) Report [Pat Sandercock]

  → Arranging for continuing education units to be given to officially recognize work in conferences.  The logo update for LAA grew into polling non-members as to why they were not members.  The public library community has recently gone through three ministers responsible for funding public libraries.

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- Canadian Library Association (CLA) Report [Karen Hildebrandt]

  → CLA is addressing cut in CAP funding.  Advocacy boot camp is in Ottawa where CLA being held this year. Those attending CLA are encouraged to also attend the boot camp.  Advocacy is restore the CAP funding that was cut in the last federal budget is needed.  Participation in the network does not require CLA membership.

<u>*11:25*</u>

- The Alberta Library (TAL) update [Clive Maishment to deliver written report; Dan Mirau to speak to the report] – *please consult the written report*

  → PSLDC has formed and has been functioning for over a year.

**Roundtable**

- Ambrose: Added a Chinese seminary language program and consequently catalogued 2,000 items in Chinese.

- Mount Royal: Has job postings for a vacancy created by a librarian who left to do a PhD and a newly created digital initiatives position.  The institution is adding a four year degree in

- King's is hosting Open Minds, Open Access on May 10.

- Banff: New president has been installed.  This is the library's second year in new library building.  Patron count has reach 100,000 count, a number previously only reached over 6 years

- Olds College: The Student Services and Learning Centre have been brought into the library to promote one stop shopping.  The Library Director also serves as the Registrar.

- NAIT:  Launched PRIMO which has proven popular as "one stop shopping" for resources.  A new information literacy tutorial is up.  Relais ILL system is being installed.  The new academic Initiative, applied research, and integrated learning are remapping curriculum.

- Medicine Hat College: Posted a position for a copyright officer.  Has acquired the full archive of JSTOR.  Running CAP program for immigrants.  All computers have been replaced.  Facebook promotion proved successful.  Leigh Cunningham wrote an article in the Feliciter.  MHC is collaborating with Lethbridge College.

- Portage: A huge weeding project took place to make space for a learning commons.  Subscribed to Canadian Electronic Library.  Using open source textbooks.  Hiring STEP student for renovations and digital projects.

- Norquest: Purchased LibGuides.  Eve is acting as dean.  Working groups are looking at collection.  Orientation tours are being revamped.

- Concordia: Developing a learning commons.  Celebrated 200th birthday of Charles Dickens with costumes and a student 24 hour readathon on live webcast.  Considering not having fines if the material comes back and there are no holds or on reserve.  New computers have been acquired for staff.  Installing Relais Express.

- Grant MacEwan:  Hosting WILU in May.

**Alberta Association of Academic Libraries (AAAL) Chair's Report for Fall Meeting**

**Co-Chairs:  Samuel Cassady and Susan Brayford**

**November 22, 2012**

**Thanks to King's University College for hosting**

On behalf of the membership, we would like to thank Tim Janewski, Library Director of King's University College for hosting for this Fall meeting.  There is a fair amount of work hosting a group of our size and finding a room that will fit us for our one-day meeting.

**A Decision for the Meeting Date and Location in Calgary for April 2013**

- This is something we'd like to recommend is that we set the date and also establish who will host for the Spring meeting at our Fall workshop meeting.
- It is challenging to find a room that will accommodate 40 people so we need to give the host site as much advance notice as possible.
- Plus, we would like more details firmed up early in the calendar year so you can book the meeting in your calendars.

**Website Decision Critical for Fall Meeting Decision**

- The critical decision we need accomplished at our Fall meeting is a decision about the AAAL website.
- James Rout developed and hosted the AAAL website on his server while he was employed at Banff Centre.  James is now the Library Director at Emily Carr University of Art and Design in Vancouver and does not have the time to help us with website issues.
- The AAAL executive have been unable to log into the membership area of the website in the past six months.
- Sona Macnaughton, our webmaster has been working on the problem and has made recommendations for a new website location.

**Value Membership Input**

As co-chair's, we value your commitment to AAAL.  We want to make the meeting day as engaging and as helpful to your work in librarianship as possible.  Please let us know if there is anything you would recommend to help us all achieve this goal.

Samuel Cassady and Susan Brayford, SAIT
Samuel.cassady@sait.ca
Susan.brayford@sait.ca

**A Comparison of the Council of Post Secondary Library Directors (CPSLD) BC
website and Alberta Association of Academic Libraries (AAAL)**

**Submitted by Susan Brayford, Library Manager of SAIT**

**October 2012**

# Alberta Association of Academic Libraries (AAAL) in Alberta

Home
http://aaal.engineseven.com/

1.     About the Directors
2.     AAAL Meeting and Minutes
3.     AAAL Newsletter
4.     Contacts – Executive

About AAAL
http://aaal.engineseven.com/about
History of Alberta Association of Academic Libraries

Directories
http://aaal.engineseven.com/directories

List of the member libraries addresses
http://aaal.engineseven.com/taxonomy/term/1%2B12

Meeting and Minutes
http://aaal.engineseven.com/taxonomy/term/1%2B12

Agendas and Minutes
http://aaal.engineseven.com/taxonomy/term/1%2B12

Contacts
http://aaal.engineseven.com/contacts

User Login section

1.     Annual Statistics
2.     Membership documents

# Features of Council of Post Secondary Library Directors site in BC

Home page features:

http://www.cpsld.ca/
1. Overview of the organization
2. Next meeting dates
3. Future meeting dates
4. Group photo of the members and New section

About CPSLD
http://www.cpsld.ca/page/about%20cpsld.aspx
1. Lists Current Executive
2. Institute Specific Documents
3. Bylaws

CPSLD Statistics
http://www.cpsld.ca/page/cpsld%20statistics.aspx
1. Current statistics
2. Past statistics

Reciprocal Borrowing
http://www.cpsld.ca/page/reciprocal%20borrowing.aspx
Policies

Standards
http://www.cpsld.ca/page/standards.aspx
Links to standards

Newsletter
http://www.cpsld.ca/page/newsletters.aspx

Resources
http://www.cpsld.ca/page/resources.aspx

News
http://www.cpsld.ca/page/news.aspx

Membership list
http://www.cpsld.ca/page/membership%20list.aspx
1. Provides the address of the institution
2. Address and email of the Library Director

Logging in section for membership documents.

[http://www.cpsld.ca/page/login.aspx](http://www.cpsld.ca/page/login.aspx)

Spring 2012 Minutes

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Library Lower Level MC008 — SAIT Library, Heart Building

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   **Break**

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- Bylaws Committee – see business item #3 [Katharine Barrette]

- AAAL statistics – see business item #4 [Susan Brayford]

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- King's is hosting Open Minds, Open Access on May 10.

- Banff: New president has been installed. This is the library's second year in new library building. Patron count has reach 100,000 count, a number previously only reached over 6 years

- Olds College: The Student Services and Learning Centre have been brought into the library to promote one stop shopping. The Library Director also serves as the Registrar.

- NAIT: Launched PRIMO which has proven popular as "one stop shopping" for resources. A new information literacy tutorial is up. Relais ILL system is being installed. The new academic Initiative, applied research, and integrated learning are remapping curriculum.

- Medicine Hat College: Posted a position for a copyright officer. Has acquired the full archive of JSTOR. Running CAP program for immigrants. All computers have been replaced. Facebook promotion proved successful. Leigh Cunningham wrote an article in the Feliciter. MHC is collaborating with Lethbridge College.

- Portage: A huge weeding project took place to make space for a learning commons. Subscribed to Canadian Electronic Library. Using open source textbooks. Hiring STEP student for renovations and digital projects.

- Norquest: Purchased LibGuides. Eve is acting as dean. Working groups are looking at collection. Orientation tours are being revamped.

- Concordia: Developing a learning commons. Celebrated 200th birthday of Charles Dickens with costumes and a student 24 hour readathon on live webcast. Considering not having fines if the material comes back and there are no holds or on reserve. New computers have been acquired for staff. Installing Relais Express.

- Grant MacEwan: Hosting WILU in May.