



HAZELTON - HOUSTON - KITIMAT - PRINCE RUPERT - SMITHERS - STEWART - TERRACE - NWCC

north coast library federation

BOARD MEETING MINUTES

Wednesday, November 25, 2015 at 1 p.m.

Present: Wally Bergen (Smithers) Regrets: Sandra Alderton (Stewart)
Linda Campbell (Kitimat) David Try (Terrace)
Tim MacDonald (Prince Rupert)
Dee McRae (Houston)
Debbie Sullivan (Hazelton)
Lauren Wolf (NCLF)

1. Approval of the Agenda (WB/DM)
2. Adoption of the Minutes of October 17, 2015 (TM/WB/carried)
3. Business Arising
 - a) Conference feedback
Results and feedback from the conference survey was reviewed. It was agreed that an agenda be developed and both a facilitator and a minute-taker be appointed for next year's staff round table in recognition of the value of this session.
 - b) NCLF policy manual
A request was made for minor alterations to the document. The policy manual was approved by the board via email on December 5, 2015.
 - c) 2016 budget
The 2016 budget was approved as presented (TM/WB/carried)
 - d) Strategic Plan revision
Slight changes were made to the strategic plan introduction. The document was approved by the board via email on December 5, 2015.

e) Federation name change

Lauren reported that the provincial government legislative group's review of the Library Act as well as Library Branch consultation with the Ministry of Justice indicated no impediment to making the change. The Libraries Branch advises, however, that grant cheques will continue to be made out to the NCLF.

Lauren reviewed the tasks required to complete the name change:

- Graphic design to alter logo on website, business cards and letterhead
- Securing the URL www.nwlf.ca
- Migrating website
- Changing email address to director@nwlf.ca
- Ensuring forwarding for correspondents using old email address
- Communicating changes to all BC library boards and staff

A motion to change the name of the North Coast Library Federation to the Northwest Library Federation to better reflect the diversity and character of the region served by the organization was approved. (WB/TM/carried)

4. New Business

a) Consent agenda

The benefits of using a consent agenda for NWLF board meetings was discussed. It was agreed to trial use of a consent agenda at future meetings.

The meeting adjourned at 1:45 (TM)

Next meeting date/time: TBD