



Pahkisimon Nuyeháh Library System

The mission of the Pahkisimon Nuyeháh Library System is to provide library services and educational and cultural resources to the people in northern Saskatchewan in cooperation with the existing library and educational structures and to communicate the uniqueness of the north to other regions of the world.

Pahkisimon Nuyeháh Library System Services & Standards Committee Meeting Minutes 29 February 2020 5:00 P.M. PNLS Headquarters, Air Ronge

Attending:

Board: Darlene Morin, Chair; Delilah Aubichon; Laura Custer; Barb Flett; Richard Thommes; Lorna Black, Vice-Chair (By Phone)

Staff: James Hope Howard, Director; Linda Collins, FMOA & Recorder

Regrets: Dawn Ewart; Harriet Roy, Assistant Director

1. Call to Order

D. Morin called the meeting to order at 5:04PM.

2. Approval of Agenda

MOTION: S/S2020-02-29-01

To approve the agenda as Presented

D. Aubichon/B. Flett
/Carried

3. Approval of Minutes of 1 November 2019

Added Richard's name to attendees

MOTION: S/S2020-02-29-02

To approve the Minutes of Nov 1, 2019 as Amended

L. Black/L. Custer
/Carried

4. Business Arising from the Minutes

4.1 NORTEP/NORPAC Library & Claren Turner Donation Processing Updates

We have the majority of the NORTEP collection processed. The leftovers are very specialized items that will require some extra work.

*Belief Statement: Because the north is unique in lifestyle, geography and culture, it is important to express togetherness through a library organization directed by northerners which promotes cultural awareness and education through a strong **united** voice.*

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There was a new Claren Turner collection delivered a few days ago. We now have another 64 boxes to tackle, after Allyson returns from vacation in April.

4.2 Room Rental Format and Rates

Nobody is presently using the boardroom, so we will table this. James will add some language about having the discretion to cancel a rental.

4.3 Headquarters Teacher Material Direct Borrowing

The direct borrowing option has been working quite well.

4.4 PNLS Member Library Technology Training Town Halls

Lisa did this once a month for the last year, and due to weak attendance, we will shelve it.

4.5 PNLS 2020 Northern Reading Program & Tour

The Tour is currently ongoing, with Harriet and Dianne Young on the east side of the province.

The Reading Challenge finished up on the 14th of February. Rossignol High School was the Reading Challenge winner this year.

The Writing Contest has finished up and the entries will be sent to the Wild Rice Writer's Group for adjudication. They will be then printed and bound to send out to each of the libraries.

There had been discussion about splitting up the reading challenge into different sections, depending on the population of the community or school, with 900 people being the cut-off.

There wasn't a clear direction given to Harriet for this year, so she will go over this during the next few months and decide in time for next year, our 30th anniversary.

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4.6 Headquarters & Member Public Library Polaris Computer Purchasing and Replacement

There was an approved amount of \$30,000 for the computer upgrades. They have arrived and awaiting James to download the programs that are needed for each of the public libraries. When he delivers them to each library, he can then install any other programs that are necessary for that particular library. Polaris uses the user name, password, IP address and the workstation name of the computer for authentication. If any of these items are incorrect, Polaris will not work.

Graham doesn't want an upgraded computer, since most of what he has works on CD or he needs access to the older formats.

What are we doing with the older computers? We don't have any plans as to what to do with them. Darlene thought it might be a good idea if they could be available to kids in our library system. We might be able to upgrade them from Windows 7 to Windows 10 for free. James will check into this.

We will be having an intern student from the SK Polytech Library Technician program in May, so we will need to have a computer ready for this person.

4.7 PNLS/SILS Website Infrastructure Upgrade (February 3)

The migration to the new platform did not migrate over as smoothly as expected, so James will have some extra work to get this fixed.

5. Ongoing Business

5.1 Member Library Workbees

We had the following workbees:

- St. George's Hill-Had new flooring installed and will need help with installing shelving and putting back books.
- Pelican Narrows Elementary-New library staff and Harriet stopped by to see what help they needed.

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- Grandmothers Bay-Contracted Edna to help out so she had been taking a PNLs staff member with her, either Georgette or Lisa. They have new staff members there and have new books to process and shelve.
- Black Lake, Wollaston schools-We are waiting to see what Integrated Library System the Athabasca Dene Education Authority has decided on, and as soon as that happens we will help them install it.
- Wollaston Lake High School-Clean-up, organization and training needed for the new staff. If we want to send books to the region, we can take the books to the airport, have the airport bill the Authority, and they will ship the books up for us.
- Patuanak- James made a trip to Patuanak to help with a call from the library. There is a new staff member and she was not able to access any of the library information. James was able to get the L4U set up for her.

Inventories- upcoming

- Beauval-May
- Pre-Cam-June
- Dave O'Hara-No date set yet

We are asking that the local libraries find people to help with the inventories rather than having only the PNLs staff do it. It may be applicable for EDO hours.

5.2 PNLs Information Presentations

James will do presentations, typically at the beginning of the school year to new staff and principals, and will go to any school during the year to provide information as requested.

5.3 PNLs Makerspace Kits & Programming

James will have \$7,000 in the 2020 budget to get more Makerspace kits. They have been quite a popular item and there are many new items that he will look at purchasing.

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There have been a number of libraries in the south of the province with musical instruments and kits that are available for borrowing.

James will look into buying a Theremin and some Lego kits.

5.4 PNLs Strategic Planning, 2020

Our strategic plan will be put on hold until we get more information from the Provincial Sector Planning Committee. We, as a board, will then be able to align our strategic plan to the expectations of the province. Once the time comes to do ours, we will look at doing a workshop at a location, perhaps Youth Haven Lodge, where we can be free from distractions. Both the board and the PNLs staff need to be part of this process.

We will have the PLLO office send us someone to facilitate the process, since they have helped us with this in the past.

5.5 PNLs Collection Development Policy Revision

We are waiting to hear back from SILS as to their Collection Development changes so we can align with their policy.

6. New Business

6.1 2020 Member Public Library AGMs

We have a number of libraries that still do not have dates set for their AGM's. James and Harriet have been handling the AGM dates as they are available. It will be a little more difficult with Lisa away, but we will get to the library as we can.

6.2 Multitype Database Licencing Program (MDLP) / Saskatchewan Electronic Resources Partnership (SERP) Update

The MDLP has been renamed SERP-Saskatchewan Electronic Resources Partnership.

There had been a go round on what core databases would be available, how much extra databases would cost if they were

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added separately, and it was decided to keep what we have currently.

Our database TumbleBooks was purchased over a three year period for the cost of \$10,000, since it was not being offered as part of the core, and we have a majority of the schools using it. There has been a 3% increase in the funding, but because we pay according to percentage of user base and a smaller population, our increase will be just a few dollars.

7. Policy Review and Approval

7.1 Collection Development Policy

We don't have any updates for this policy.

8. Actions After This Meeting / Items to Carry Over

James will work on:

- Collection Development Policy
- Makerspace purchases
- Public Library AGM's
- Create information presentations and continue training as requested and as needed

In regard to the Northern Libraries Conference in October, James has been able to book an OTC member as a speaker and will have a SALI person and information available.

May 2020 will have Chad Solomon will be doing 20 mental health and suicide preventions presentations across our region, through the schools.

9. Next Meeting

This will be in conjunction with the Executive Meeting before the AGM, to be decided March 1st.

10. Adjournment

D. Morin adjourned the meeting at 5:50PM.

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