

Public Library InterLINK

BOARD OF DIRECTORS – ORIENTATION

Date: Tuesday, February 23, 2016 Time: 4:30 p.m.

Place: Burnaby Public Library - Metrotown Branch – 3rd Floor - Board Room
6100 Willingdon Avenue, Burnaby

ORIENTATION NOTES

Present:	Sheila Pierce	BPL - Alternate
	Alison Sawyer	GibPL - Alternate
	Peter McConville	NWPL – Alternate (arrived 4:45 p.m.)
	Mark Fetterly	NVCPL – Alternate
	Rosario Passos	PMPL
	Pat Merrett	PMPL – Alternate
	Robin Leung	RPL
	Jordan Oye	RPL – Alternate
	Ann Hopkins	SecPL
	Stanley Chang	SL – Alternate
	John Schaub – Board Chair	VPL
	Karen Hoffman	VPL - Alternate
	David Carter- Board Treasurer	WVML
	Ron Shimoda	WVML – Alternate (arrived 4:45 p.m.)
	Michael Burris – Executive Director	InterLINK
	Rita Avigdor – Recording Secretary	InterLINK

John Schaub called the meeting to order at 4:35 p.m. and welcomed all attendees. He turned the presentation over to Michael Burris, InterLINK Executive Director.

Michael Burris took the floor and thanked everyone for taking the time out to come to the Orientation to learn about InterLINK. He spoke to his slide presentation which included “Why InterLINK; Who are we?; and InterLINK’s Mission Statement and Values.” He noted that InterLINK is the longest standing of six Federations within the Province. InterLINK benefits member libraries through resource sharing, consortia purchasing, collaborative programs and Information sharing. Resource sharing is InterLINK's core service. Consortia Purchasing initiatives include patron cards and world language materials. Working together on the purchase of these common items saves libraries money both on the product and on the staff time that would be necessary to buy on their own. M. Burris provided an overview of the collaborative programs that InterLINK offers noting that staff development is one area where InterLINK can draw on the wealth of knowledge across our member library systems. InterLINK has held workshops on *Leading from Any Position; Leading High Performing Teams*; and most recently the *Leadership Development Program (LLEAD)*. Project LLEAD had 13 participants from InterLINK and 3 from outside of InterLINK. A week-long institute was held to develop and encourage participants that are seen to have potential to become leaders within their organizations. M. Burris also spoke to some of the highlights of the other collaborative programs that InterLINK offers including the NewToBC program. NewToBC is managed by InterLINK and has received first provincial, then federal funding since 2012. InterLINK recently received funding to extend the current program through to March 2017.

Michael Burris explained InterLINK's funding and the InterLINK Compensation formula. He reviewed the revenues and major expense categories for 2016:

- Operating Expenses - \$619,381 (44.2%)
- Resource Sharing Compensation - \$408,703 (29.1%)
- NewToBC funding - \$154,540 (11.0%)
- Audiobook Program - \$120,500 (8.6%)
- VPL Reference Grant - \$100,000 (7.1%)

The InterLINK operating costs are funded by membership levies that are based on a per capita formula that uses the latest Libraries Branch population numbers. The resource-sharing compensation of \$408,703 for the 2015 lending year was comprised of:

- \$327,000 - paid from the InterLINK budget at 40 cents per net loan
- \$81,703 - paid by those libraries that borrow more items than their home libraries lend at 10 cents per net loan

Michael Burris explained that net lenders derive revenue from the compensation formula but he also noted that InterLINK benefits net borrowers as InterLINK gives the residents of our member libraries access to a collection many times the size of the collection of their "home library".

Michael Burris spoke to InterLINK's 2015 Action Plan, which focused on the development of an appropriate governance structures that will allow the federation to operate effectively; to develop a 2016-2018 Strategic Plan; to work with member libraries and provincial partners to implement patron-initiated interlibrary loans; and to support collaboration among member libraries.

In 2015 work began on the 2016-2018 Strategic Plan and a draft of that document will be brought to the InterLINK Board at its' March 29th, 2016 Board meeting. A draft InterLINK Governance Manual has also been prepared, sent to member boards for comment, and is being brought to the Board this evening for a final vote. In 2016, work will continue on policy development.

Michael Burris spoke about the InterLINK Board structure and its responsibilities and duties. He explained that, based on the new Governance Manual, the Board has two standing committees: Finance Committee and Governance and Planning Committee. He gave a brief overview of the responsibilities of the committees. He also spoke to the role of the Administrators' Advisory Group (AAG) and explained that the AAG is a sounding board and advisory group on InterLINK strategic priorities.

M. Burris spoke to the InterLINK staff structure and the staff duties. He explained "Why InterLINK Works", noting that it is mainly due to the commitment of member libraries to InterLINK's mission and values.

In summary, Michael Burris gave an overview on "How an InterLINK Board Member can make a difference". A brief question and answer period followed.

John Schaub thanked Michael for his presentation and thanked board members for attending.

The Orientation adjourned at 5:15 p.m.