

Minutes
Executive Council Meeting
August 7, 2015 from 12:00 am – 1:30 pm Eastern Time
Teleconference
Approved as of September 27-28, 2015

Present: Sandra Singh, President & Chair
Rosemary Bonanno, Vice President & President Elect
Michael Ridley, Treasurer
Virginia Clevette, Councillor-at-Large
Christina Hwang, Councillor-at-Large
Marie DeYoung, Past-President
Valoree McKay, Executive Director

Regrets: Colleen Murphy, Councillor-at-Large

Recording Secretary: Agnieszka Arkuszewski, Executive Assistant

1. Call to Order

The business meeting was called to order at 12:06 pm Eastern time. President Singh welcomed everyone to the meeting. She reported the absence of two members, but she stated she would go forth with the Executive Council meeting as there was quorum. Past-President Marie DeYoung joined the meeting at 12:24 pm Eastern time.

2. Declaration(s) of conflict of interest

None were declared.

3. Approval of the Agenda (Doc # EC 15-08-001)

The agenda was approved with an added item from the President. The President asked the Executive Council to discuss Library and Archives Canada's draft digitization strategy.

ACTION: Executive Director to arrange a special meeting to discuss CLA's finances from post-conference.

ACTION: Executive Director to send Executive Council an email with the details of the September Executive Council face-to-Face meeting.

MOTION 52-15: THAT the agenda be approved as amended; with the addition of item 18.1, Library and Archives Canada draft Digitization Strategy.

Moved: Rosemary Bonanno

Seconded: Christina Hwang

CARRIED

Unanimous

4. **Approval of Consent Agenda** (Doc # EC 15-08-002a_v2, 002b, -003)

MOTION 53-15: THAT the consent agenda be approved as distributed.

4a. Approval of the CLOSED minutes of June 2 & 3, 2015

4b. Approval of the minutes of July 17, 2015

Moved: Virginia Clevette

Seconded: Michael Ridley

CARRIED

Unanimous

5. **Committee, Network and Jury Appointments Process**

The Executive Director stated that the term start and end dates for members of the Committees and Networks needed to change to be in alignment with the change in the governance year (AGM to AGM as opposed to calendar). She reported that CLA's duty was to ensure that the Committee and Network processes are in accordance to the bylaws of the organization. Executive Council needed to decide if they wished to ask the Committee members and Network Moderators if they would extend until the 2016 AGM or if they wished to call for interest for appointments from January 2016 until the AGM in June 2016.

Due to the various activity to develop an updated proposal for a new national organization, Executive Council decided to ask the current members of the Committees and Networks to extend their term by approximately six months, until the 2016 AGM. Executive Council stated that if anyone did not wish to extend by six months there would be a call for members to fill those positions.

ACTION: Membership Manager to draft communication to Committee members and Network Moderators asking them to extend their terms until the 2016 AGM.

6. **EBooks Fair Pricing Campaign Update**

a. **Appointment of New Chair** (Doc # EC 15-08-004)

The Executive Director shared that the eBooks Task Force Chair, Pilar Martinez, had informed her that she would be resigning effective the end of August 2015. This was expected as P. Martinez was the EC liaison to the Committee in addition to serving as Chair and is no longer on EC.

Pilar Martinez had suggested someone to take over the role. The Executive Director reminded Executive Council that traditional protocol would be to call for interest from the membership and have the Participation Committee make a recommendation to them for appointment. This was acknowledged and Executive Council felt that the role was quite specific and that choosing an appointment from amongst identified expertise was the appropriate manner in which to handle this particular appointment.

After some discussion, Executive Council accepted P. Martinez's recommendation and decided that Sharon Karr from EPL would be the best candidate to Chair the eBooks Task Force. Given the original appointments had been institutional, Ms. Karr would replace Ms. Pam Ryan from EPL as EPL's representative on the Task Force.

Marie DeYoung entered the call at 12:24 pm Eastern time.

MOTION 54-15: THAT Sharon Karr from EPL to be appointed to the eBook Task Force as the Chair and that Pam Ryan of EPL be asked to resign as the EPL representative with thanks for her time and effort on behalf of CLA and that Kay Cahill be appointed to replace Christina de Castell as VPL's representative.

Moved: Marie DeYoung Seconded: Rosemary Bonanno

**CARRIED
Unanimous**

ACTION: Executive Director to communicate with Sharon Karr regarding her appointment to the eBook Task Force and the role of Chair

ACTION: Executive Director to thank Pam Ryan for her service on the eBook Task Force and note the end of her term.

ACTION: Executive Director to communicate with Kay Cahill regarding her appointment to the eBook Task Force as VPL's representative.

ACTION: President to communicate with Sharon Karr, once notification has been completed by the Executive Director, regarding regular meetings to discuss the activities of the eBooks Task Force.

The President expressed thanks on behalf of Executive Council to Pilar Martinez and Pam Ryan for all their efforts and work contributed to this Task Force.

Executive Council appointed Sandra Singh as Executive Council's Liaison to the eBooks Task Force.

b. Review and Approval of National Messaging (Doc # EC 15-08-005)

The draft national messages regarding eBooks were not ready for approval as was anticipated. As a result they agreed to undertake the decision by email.

7. Network Liaisons

Executive Council needed to appoint liaisons to the Networks. Vice-President Bonnano was working on this with the Councillors-at-Large. The new Councillors asked for clarification regarding the role of Liaison to the Networks. Vice President Bonnano and the Councillors agreed to work towards assigned Liaisons to the Networks and reporting back to full Council.

ACTION: Vice-President to work with the Councillors-at-Large to assign Liaisons to the Networks.

ACTION: Member Services Manager to send status/activity summary on Network activity to the Ms. Bonnano and the Councillors.

8. Draft Tri-Agency Statement of Principles on Digital Data Management (Doc # EC 15-08-006)

The President stated CLA had received an invitation to comment on the draft Tri-Agency (CIHR, NSERC and SSHRC) Statement of Principles on Digital Data Management.. Executive Council discussed whether or not CLA should respond to this and how.

Executive Council stated their support for the Statement of Principles on Digital Data Management, noting that it will open access to research for everyone versus only those in the academic field. Executive Council agreed to write a letter of support for the Draft Tri-Agency Statement of Principles on Digital Data Management: Treasurer Michael Ridley offered to draft the letter.

ACTION: Treasurer to write letter on behalf of CLA in support of the Draft Tri-Agency Statement of Principles on Digital Data Management.

9. Future of CLA Working Group Update

The President reported that the Working Group was working towards having a draft for final review by the end of August. She anticipated release of the draft to the community for broader consultation by mid to end of September.

Work had begun to establish a new working group to discuss the community consultation process.

a. Finance Task Group Update

Treasurer Michael Ridley provided an overview of the work completed by the Finance Working Group to date. A draft report had been written and was being circulated for final review before sharing with the Stakeholder Working Group. He stated that where there was no consensus on an issue the Working Group would be providing scenarios for the Stakeholder Working Group to discuss.

The Executive Director shared that she had been undertaking some benchmarking of financial and governance models with other federated associations. She would provide a summary report once the interviews were complete.

10. Intellectual Freedom Position Statement Update (Doc # EC 15-08-007, -008)

As not all the Executive Council members were present at the last meeting, this item was brought forward again for discussion by the whole before approval.

The President provided an overview of the discussion at the July 2015 Executive Council meeting. She stated that there was appreciation for the upfront recognition of the statutory and legal context for the statement of the intellectual freedom and how it tied into the larger human rights discourse. Executive Council agreed that the document was comprehensive and it provided libraries with the ability to make the statement their own. In addition, it agreed that making the statement more concise and removing some repetition would strengthen the statement and allow for it to be more easily quoted, referenced, and built into local library policy. There was also some discussion regarding the difference between the concepts of anonymity and protection of privacy.

The President asked those Directors who were not present at the July meeting if they had any comment on the position statement. It had been suggested that the document could go beyond libraries and consider data institutions as well. Executive Council discussed the intent of its purpose given that it can be used by various organizations and it should be flexible. After some

discussion Executive Council concluded that the statement was created for library institutions specifically and therefore should aim to provide guidelines for their policies.

ACTION: President to share the feedback from Executive Council discussions held at this meeting and the July 2015 meeting with the Intellectual Freedom Advisory Committee

ACTION: Intellectual Freedom Advisory Committee to consider the revisions provided by the Executive Council and complete a final draft for approval by Executive Council.

11. Charter Challenge Against Bill C-51 (Doc # EC 15-08-009)

The President stated that Chair of the Intellectual Freedom Advisory Committee, Alvin M. Schrader shared for consideration a press release from the Canadian Civil Liberties Association (CCLA) and Canadian Journalists for Freedom of Expression (CJFE) announcing that they are initiating a Charter challenge against key sections of Bill C-51, the Anti-terrorism Act, 2015. The President asked Executive Council if they wished to consider writing a statement of support for the charter challenge.

Due to an interruption the President asked Past-President DeYoung to take on the Chair the meeting momentarily.

The Past-President asked the Executive Council if they were opposed to providing a statement of support. The Executive Council discussed whether or not there was a legal and financial implication for CLA if they were to be involved in producing a statement of support. It was agreed that CLA was not in a position to participate in the legal pursuit, financially or otherwise, should they be asked however CLA would provide a statement of support.

ACTION: Draft a statement of support for the Canadian Civil Liberties Association (CCLA) and Canadian Journalists for Freedom of Expression (CJFE) Charter challenge against key sections of Bill C-51, the Anti-terrorism Act, 2015

12. Canada 2017 (Doc # EC 15-08-010)

The President returned to the call, she asked the Executive Director to speak to this item.

The Executive Director provided a brief overview of what was discussed at the last meeting and gave the board the opportunity to express their thoughts and comments on the Canadian Library Association engaging in the activities around and for Canada 2017. She also noted that funding was available for application if they were to engage in these activities.

After some discussion it was agreed that CLA would not pursue any activity around the Canada 2017 celebrations. It was felt that committing CLA to an initiative that is two years in the future while Executive Council is in the process of recommending a differently structured organization to the membership would cause misperception and would not be aligned with the intent of the restructuring discussions and process. She stated that this project proposed would be valuable for a national association for two years from now. It was suggested that activity around Canada 2017 be brought forward to the new federation for consideration should it be established.

13. 2015 Grace-Pepin Access to Information Award (Doc # EC 15-08-011)

The President stated that she and the Executive Director discussed the Grace Pepin Access to Information Award and agreed that it should be brought forward to Executive Council to consider a nomination.

It was agreed that CLA would recognize the Truth and Reconciliation Commission via a nomination for the award as they took the Canadian Government to court twice to gain access to information on the residential schools and successfully won both cases.

ACTION: Executive Director to ask IMPACT for any advice or support that they could give to the nomination process.

ACTION: President to speak to the Library and Literacy Services for Indigenous peoples of Canada Network to draft letter of support.

14. CLA International Engagement (Doc # EC 15-08-012)

The President brought forth an issue that arose at the most recent WIPO when Christina de Castell, currently IFLA's Policy and Advocacy Manager and CLA member, was put in a situation where she asked to provide rapid response to an issue at the meeting with no time for consultation with the Executive Council. Victoria Owen, CLA usual representative was not able to be present at this meeting and Ms. de Castell was asked to provide a CLA statement in her absence. Given that there are time constraints and time zone differences, it was noted that it would be difficult for the CLA representative to be able to reach the Executive Council in a timely manner to receive approval on a response or statement that they would provide at the meeting. Therefore the President wanted Executive Council to consider providing the authority to make statements on behalf of CLA without Executive Council pre-approval for its representatives at international meetings when the matters are fairly clear and CLA's position is already clear. The Executive Director noted that this was already done with Victoria Owen who represents CLA at the WIPO meeting.

Executive Council discussed the potential for conflict of interest for Ms. de Castell and it was felt that this would not be an issue and that if she felt conflicted then she should call the President or other pre-identified emergency contacts to discuss.

After some discussion the Executive Council agreed that it was necessary to appoint individuals as a standard practice to have the authority to provide statements on behalf of CLA at international meetings in cases of time constraints.

Executive Council agreed that the two individuals who would have this accountability would be:
Victoria Owen from University of Toronto
Christina de Castell currently with IFLA (Vancouver Public Library)

15. Strategic Action Plan (Doc # EC 15-08-013)

The Executive Director stated that the Strategic Action Plan provided to them was an update based on Executive Council's discussion at the June 2015 meeting and was for information only at this point. The document would be discussed in detail at the September face to face meeting with the intent of planning for the next 6 – 12 months.

The President stated that this strategic action plan would have to carry over to the next organization should it be established. She suggested that CLA consider the winding down of the organization and its potential use in the future organization when having their discussion.

16. Update from President

The President reported that she and the Executive Director would be having a meeting with Library and Archives Canada regarding support and their role in the proposed federation of library associations.

She queried Executive Council regarding the need for further communication regarding the status of the work on the proposed federation and conference 2016. Executive Council agreed that it was time for another communication regarding the status of work on the proposed federation and CLA's 2016 conference.

ACTION: President to write a draft communication to membership regarding the status of the work on the proposed federation and CLA's 2016 conference and will send to all the Executive Council members for review.

17. Update from Executive Director

The Executive Director stated that she had been working on the preparations for the Executive Council meeting. She reported on the office sublease and indicated that an agreement was signed with a new realtor, CBRE. CLA staff have been working to prepare the office for photos and showings which has meant a focus on cleaning office and files and on cleaning out of unneeded office supplies: the excess supplies will be sold or donated. She stated that while this was all going on CBRE did disclose that there was already some interest from another organization for the office space.

In addition to this, she had been working on the eBooks Fair Pricing Campaign, the Strategic Action Plan and

ACTION: Executive Director to write a report on the activities she has been engaged in for the Executive Council at the next meeting.

a. Detail Required in ED Report

The President asked the Executive Council to discuss the amount of detail required in the reports provided in the Executive Director report. Her concern was that work required to provide the current level of detailed requested was extensive and that the Executive Director's time might well be better spent on other priorities.

Executive Council agreed that the report did not have to include as much detail as had been requested in the past and that the Executive Director should only provide an outcome report that is derived from goals and tasks in the Strategic Action Plan.

18. Other Business

18.1 Library and Archive Canada Draft Digitization Strategy

The President asked the Executive Council to discuss the Draft Library and Archives Canada Digitization Strategy. She stated that various organizations were writing responses to the statement she proposed that the Executive Council consider sharing feedback on this document

from CLA's perspective. The Executive Council suggested a collaborative approach with the CLA Networks and ask them to provide their feedback on this statement. The Executive Council would then review and contribute to the feedback and formalize a document. The President then asked the Executive Council members to put forth a lead on this project. Past- President DeYoung offered to take on this task.

ACTION: Past-President to reach out to the CLA Networks and ask them to provide their feedback on the Draft Digitization Strategy document.

Executive Council asked about the federal election and the advocacy going around the event. The Executive Director stated that IMPACT was working on the documentation and the website for CLA's campaign. They were experiencing delays in finalizing the documents and the website cannot be completed until the information has been confirmed. This is a high priority item for the Executive Director.

19. Adjournment

MOTION 55-15: That the meeting be adjourned.
Moved: Rosemary Bonanno Seconded: Christina Hwang
CARRIED
Unanimous

The meeting adjourned at 1:53 pm Eastern Time.

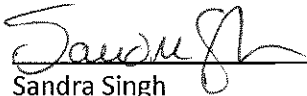
Recorded by:



Agnieszka Arkuszewski
Executive Assistant


Date Nov 13, 2015

Approved:



Sandra Singh
President

Date Nov 12 2015



Valoree McKay, CAE
Executive Director

Date 12 Nov 2015