

Library Council 2017-2018 Annual Report

Submitted: September 20, 2018

Mark Lewis, Chair 2017-2018

Introduction

This is the sixth Annual Report for the Dalhousie Libraries Library Council for the term September 2017 through June 2018; Mark Lewis served as Chair, Karen Smith as Secretary and Carol Richardson as Recording Secretary. Many thanks to both Karen and Carol for their efforts during this term.

Overview

For the 2017-2018 term, Library Council met 10 times September through June. The average attendance at those meetings was 33.4. Council maintained quorum at all meetings during this period. Membership of Library Council fluctuated throughout the term. In September 4 positions were added, Access Managers from the Killam, MacRae, Kellogg and Sexton Libraries as well as the Document Delivery Manager. Due to limited term contracts, retirements and departures. As of the final meeting for June, there were 54 members of Library Council for 2017-2018 they were:

Jennifer Adams (Kings UL through March 2018)	Janet Hathway (Interim Kings UL as of April 2018)	David Michels
Linda Aiken	Melissa Helwig	Michelle Paon
Ann Barrett	Lucy Kiester (term ended in Feb 2018)	Robin Parker
Creighton Barrett	Brian Lesser	Jan Pelley
Linda Bedwell	Mark Lewis (Chair)	Jackie Phinney (back in Mar 2018)
Donna Bourne-Tyson	Elaine MacInnes	Carol Richardson (Recording Secretary)
Courtney Boudreau (term ended in Feb 2018)	Heather MacFadyen	Dominic Silvio
James Boxall	Marlo MacKay	Janice Slauenwhite
Geoffrey Brown	Oriel MacLennan (retired Aug 2017)	Karen Smith (Secretary)
Mick Bottom	Lachlan MacLeod	Amanda Sparks
Karen Chandler	Gwen MacNairn	Sarah Stevenson
Sai Choi Chua	Erin MacPherson	Hannah Steeves
Ian Colford (retired Dec 2017)	Joyline Makani	Alice Stover
Marc Comeau	Julie Marcoux	Dominic Silvio
Sarah Jane Dooley (sabbatical started in January 2018)	Anne Matthewman	Leah Unicomb
Sandra Dwyer	Shelley McKibbon	Margaret Vail
Gail Fraser	Lindsay McNiff	Joe Wickens
Allison Fulford	Michael	Helen Wojcik
Roger Gillis	Moosberger	

Business of Library Council

Owing to the room availability for the term most meetings were scheduled for Thursdays during 2017-2018. Council continued to alternate between the roundtable and voluntary updates from month-to-month.

Library Council continued to function as a planning and information sharing venue for the libraries. Specifically, in the 2017-2018 term council created the preservation committee, added the access managers from four libraries and the document delivery manager as members, approved a gift policy, conducted elections for a Senator from the libraries, advised on new professional librarian positions and approved recommendations on a new gift policy for the libraries and ebook packages. Library Council was also kept abreast of developments in the libraries' ongoing analysis of journal subscriptions.

14 motions were passed in the term in addition to the routine business motions of meetings.

Carried Motions

September:

- **Motion:** To create the Preservation Committee as a Committee of Library Council.
M. Vail/J. Makani
- **Motion:** To add the Document Delivery Manager to the list of Library Council members.
D. Bourne -Tyson / S. Dwyer
- To add the Managers of Access Services from Sexton, Kellogg, MacRae, and Killam Libraries to the list of Library Council members.
D. Bourne -Tyson / S. Dwyer

December:

- **Motion:** To move the approval of the Library Council Annual Report to the January Council meeting so staff have more time to review it.
R.Parker/D.Michels

January:

- **Motion:** That Library Council supports in principal the job descriptions that have been presented before council and look forward to the final drafts for approval.
D.Michels/C.Barrett
- **Motion:** Library Council accepts this recommendation from the Scholarly Resources Management Group(SRMG) pending no unforeseen feedback provided to the group by January 23.
M.Helwig/S.McKibbon
- **Motion:** To accept the Library Council Annual Report for 2016-2017.
H.MacFadyen/R.Parker

March:

- **Motion:** The University Librarian shall use Library Council to call for nominations for eligible members. Once nominations have been received, shall an election be necessary, DFA Librarians of Library Council shall use Opinion to conduct an anonymous vote.
M.Helwig/K.Smith

April:

- **Motion:** To approve the gift policy as circulated.
A.Fulford/H.MacFadyen

May:

- **Motion:** That the report from the Discovery Layer Team be accepted as distributed.
R.Parker/H.MacFadyen
- **Motion:** That the Scholarly Resource Management Group report be accepted as distributed.
H.MacFadyen/J.Marcoux
- **Motion:** The current search committee and KLAC 2017/2018 meet and come up with a plan to move the appointment forward.
M.Helwig/H.MacFadyen

June:

- **Motion:** To accept the Libraries Internship/Practicum Coordinating Committee (LIPCC) Annual Report as circulated.
L.McNiff/H.MacFadyen
- **Motion:** To accept Gwen MacNairn as Chair of Library Council for the 2018-19 year.
J. Makani / H. MacFadyen

Presentations

Various presentations were made at Library Council meetings during the term, both from council members and guests both internal and external to the library system and internal and external to the university. Presentations take many forms from informational for council member in areas of interest to areas that are being brought to council's attention for the first time. Many lead to discussion and some to substantive motions on council business. Many thanks go to all who presented during the term.

September:

- **Guest:** Susan Haigh, Executive Director of CARL. What CARL does and future Activities
- Heather MacFadyen, Preliminary analysis of National Journal Usage Project CRKN conducted.

October:

- **Guests:** Sandra Toze and JoAnn Watson, Library Practicums
- Melissa Helwig and Robin Parker, SIM Reading Course
- David Michels, Library Amazing Race

November:

- Erin MacPherson and Sarah Stevenson, RDM (Research Data Management)

December:

- Guest: Lori Ward, Update on Development Efforts for the Library System
- Courtney Boudreau, Lib Guides Layout

January:

- Melissa Helwig, Sabbatical Report

March:

- Guests: Diane Hawco and Lisa Delong, Ombusman Office- Fairness in Administrative Decision Making
- Melissa Helwig, Covidence
- Lindsay McNiff, Update on LibGuides Consultation

April:

- Sarah Stevenson, Stratetgic Plan Refresher Update & NCTR Hub & Legacy Room Update
- Michele Charlton, Conversation Canada

May:

- **Guests:** Kevin Hewitt (Chair of Senate), Jeff Hoyle (Senate Vice Chair Academic Programs), Tanya Packer (Senate Vice Chair, Student Affairs)- Highlights of Senate's 2017-2018 work.
- Jackie Phinney, Research in Medicine Program Overview
- Linda Bedwell, New Library Assessment Webpage

June:

- Lindsay McNiff and Jackie Phinney, Online Tutorials
- Heather MacFadyen, Journal Project Update

Conclusion

I would once again, like to thank Karen Smith (Secretary) and Carol Richardson (Recording Secretary) for making the task of chairing Library Council exponentially easier not only during the 2017-2018 term but for the consecutive terms. I would also like to express my appreciation to the members of Library Council for enthusiastic meetings and responses to initiatives which shows the members taking possession of council for themselves while at the same time displaying a passionate level of commitment to the University Library System. I look forward to continue participating as a member during the coming year(s).