

SSLA Meeting Minutes

May 2014



2013 - 2014

SSLA Meeting Minutes

May 2014

Date

Illuminate Meeting

9:00 – 11:30

Call to Order

The meeting of the Saskatchewan School Library Association was called to order at 9:06 on May 10, 2014 by Carlene Walter.

Present: Carlene, Carla, Dawn, Laurie, Joanne, Tracy, Charlotte

Regrets: Chantelle Anderson

1. Approval of Agenda

1.1. The agenda was unanimously approved as distributed.

2. Approval of Minutes

2.1 The minutes of the previous meeting were unanimously approved as distributed.

3. Open Issues

SSLA Executive Roles and Responsibilities Action List

Receipts: SSLA will request the STF to acknowledge that Special Subject Councils are responsible to furnish receipts within one fiscal year only.

Social Media Posts: Carlene suggested a site called IFTTT – If this, then that. The website allows the user to post in one place and push it to other sites. It would be a good method to populate our social media sites.

4. Reports

4.1. President

ACTION ITEM: Carlene will condense the evaluation from the conference and send to Carla.

ACTION ITEM: Carlene will review the list of conference participants supplied by Carla and Dawn and bill Saskatoon Public Schools for outstanding conference registrations.

Carlene is still waiting for contact from Scott Burant regarding the changes to our constitution and updating the constitution.

Discussion: Are the prices of the plates/suncatchers too much? It was decided that the price of the glass was reasonable. The price of etching was exorbitant. Sisters Glass used a new etcher and said themselves that they did not anticipate the price increase. They suggested painting the logo in the future. Rather than just ordering one plate, Charlotte ordered a set of three. We now have enough for next year's awards.

Carlene asked for confirmation of whether Impact Marketing was paid. They have been paid.

4.2 President Elect

4.3 Treasurer/Membership

Dawn is presently in the process of completing the manual transfer of a large number of transactions into the new software. She hopes to have it completed within a week to 10 days.

Dawn inquired about the balance in the chequing account and the term deposits which will come due in July. It was concluded that we do not need to pull funds from the term deposit for digital badging. Instead we can use the money in the chequing. A recommended amount for security is \$15 000.

MOTION: Moved by Carlene that Dawn may contract Kim Johnson to rectify our Quickbooks and financial statement and SSLA will pay for all incurred costs including lunch. Seconded by Laurie. Carried.

4.4 Publication Councillors

ACTION ITEM: All executive are to forward names to Chantelle of people who may contribute an article to *The Medium* so that it is not just Chantelle writing and editing.

ACTION ITEM: Between Carla and Chantelle, a conference summary will be written for the June edition of *The Medium*.

4.5 Professional Learning Councillors

Learning Events: Tracy has sent letters of interest to the possible Learning Event presenters listed in her report. She has had a positive response from Shannon McClintock Miller and Naomi Harm. Tracy is considering having Naomi for a two-part session where participants would have a chance to go away and try some of the new learnings before the second part. We would only need three speakers in that case. It was acknowledged that Harm would certainly draw interest since her conference session was so well-received.

Tracy has not been able to speak directly to Sylvia Martinez, Angela Maiers and Adam Bellow and has not heard back from their agents. She has not heard from David Lankes either.

We will need to know number of speakers before we determine the price we will charge. For budgeting purposes Tracy was advised to include the American dollar exchange and charges.

Conference: Conference evaluations indicate that 80%+ were very pleased with the conference. It ranks as one of the highest ratings. The feedback was good regarding the Travelodge.

Carla has concluded that it will be too costly (up to \$9000) to contract Dr. Heidi Hayes Jacobs for next year's conference. If we can keep the speaker fee to a maximum of \$5000 plus allow \$2000 travel costs, etc. then we should not have to raise fees. Carla was encouraged to check Tracy's list of possible speakers to see if there is anyone suitable.

There have been talks with the Saskatchewan Library Association to hold a joint conference. However, if SLA holds the conference in Regina, then SSLA will not join. The plan will be to prepare for a separate conference. If the joint conference becomes a real possibility, then negotiations can begin.

This year the conference was held the weekend after the Reading Conference was held in Saskatoon. Next year SRC moves to Regina.

In spite of the lower than expected registrations, the conference made more money than expected. Together, the two PD budgets reaped the expected income.

4.6 Communication Councillors

Laurie stressed that she needs more people to add to all social media accounts. It needs to be more conversational.

ACTION ITEM: Carlene is to contact Stealth to verify our website in order to view analytics on Pinterest.

4.7 Special Projects Councillor

Digital Badging: Joanne reported that the Digital Badging Working Group met last Sunday evening. Thanks to Carlene’s hard work, the landing page is up on the website. The project was kicked-off at the conference. Car chargers were distributed to participants as part of the event. The Canadian Library Association is very interested in project and has asked for a multimedia presentation to show at the national conference. Charlotte agreed to field questions. She will request some more information from the committee. Laurie commented that the presentation looks fantastic. There are a few more decisions to be made which will be addressed in 6.1 of the agenda.

4.7 Secretary/Archivist

Charlotte reported on her progress with the Legacy Project. The Stewart Resources Centre has back issues of the Medium with the executive lists. Charlotte will compile what she can. Executive members offered to see what they have in their collections. Charlotte will advise what she is missing first.

ACTION ITEM: Charlotte will examine an online tool recommended by Carlene called Tiki Toki for the timeline.

ACTION ITEM: Charlotte will request a digital copy of the nominations for the John G Wright and Art Forgay awards.

4.9 Past- President

5. New Business

5.1. Correspondence

5.1.1. STF Summer Short Courses

Course offerings have been confirmed. If participants exceed 25 participants, the course will be eligible for the honorarium plus one half. A second facilitator will be asked to co-facilitate.

5.1.2. STF Special Subject Council Ad

SSLA submitted an ad, and added information on digital badging. It can be found on page 24 of the STF [Professional Growth Opportunities Catalogue](#).

5.1.3. STF Memorandum

5.1.4. AccessCopyright

SSLA receives compensation for showcase *The Medium* in journals even though it is publically available online. However, the percentage we earn is now greatly decreased, likely only 80% of what it used to be. It is unfortunate as we relied on the money in our budget.

5.1.5. Multitype Library Database Licensing Program

Joanne: The AGM was held at the beginning of April. Carlene and Joanne attended. The sectors get together once a year to look at future planning. The current suite of MDLP resources has been renewed for next year. They are looking at expanding. At the June meeting, they will examine the ebook collection. Gale has come out with some brand new titles and some updated ones. Some of these titles would support the new science 20 curricula. We are awaiting an interface change for Kids Infobits. Joanne has been working with Britannica to restore accessibility to the password protected teacher resources.

Carlene reported that Jack Ma sent out an e-mail regarding Novelist and the French resources.

5.1.6. Canadian Library Association

Judith Sykes sent a report. She will forward the press release when it is available.

5.2. SSLA Calendar

5.2.1. Executive Meeting Dates

Next meeting is June 7th – 10:00 – 4:00. The new executive will be invited to join the meeting for the 12:30 luncheon and the afternoon meeting.

ACTION ITEM: Carlene will find a location. Riverside has added a charge for its meeting room and is undergoing renovations. Executive members are asked to note that June 7 is the last day that Dawn will be issuing cheques, and therefore is the deadline for outstanding bills.

Please mark calendars for the Special Subject Council Day, September 20, 2014 beginning at 8:30 a.m.

ACTION ITEM: Charlotte is to contact the STF to see if there is a room in the STF building we can book for our afternoon meeting.

5.3. AGM

5.3.1. The minutes have been posted to the website.

5.3.2. Awards and Bursary Ad Hoc Committee Financial Statement

MOTION: Carlene moved that we increase the budget to \$850 for the 2014-2015 year. Seconded by Joanne. Carried.

5.4. Executive Duties

5.4.1. Professional Development Councillor Vacancy

Gaetan Hammond from Regina has put name forward. Charlotte has agreed to help Gaetan with conference as Carla will be busy with the digital badging. Members will be requested to vote via e-mail to fill this executive position.

5.4.2. Review of Duties

Executive members are asked to check their list of duties to ensure they have accomplished them prior to the June meeting.

5.4.3. Year End Reminders

A financial review is submitted yearly to the STF. A proposed budget for 2014-2015 must be submitted. Carlene and Dawn will plan the budget.

5.4.4. Submission of bills to Treasurer

The deadline for outstanding bills is June 7th to ensure payment before September.

6. Learning Forward

6.1 Digital Badging

BUDGET: The budget is in effect until July 1. Feedback is requested. It was questioned if we are paying Carlene enough for all the hours she is contributing. It has been clarified with Scott Burant that it is okay for Carlene to receive payment as part of web development.

WEBSITE: <http://ssla.ca/badge-system> WordPress was used as the Stealth interface security is not allowing us to take the code to paste an earned badge on a personal page. Login information is available on the Web Accounts document behind the veil.

ABOUT PAGE: The executive reviewed the About page. Tracy commented that there is not any reference made to teacher-librarians nor the Connections document. As the Ministry’s Technology document is referenced, it was suggested that we also include a line referencing the work of teacher-librarian.

ACTION ITEM: It will be acknowledged on the About page that the *Connections* document was impetus for starting digital badging.

Executive members liked the lay-out. Laurie cautions not to add too much more detail as it can easily become overwhelming if it is too text-heavy.

CONTENT: The committee has organized the content under six literacies which were determined from a list of 33 skills listed in an Edutopia article. Participants may choose between entry level and advanced level. They will create an exemplar and post it to the Credly site. Credly will then send a badge. Currently this works for the advanced level. It does not work for the entry level since participants are not expected to share an exemplar on the Credly site. Executive members are asked for feedback. Should SSLA supply the code? It would leave it open to users being able to just grab codes. Alternatively we could require participants at the entry level to post and share on Credly.

ACTION ITEM: Carlene will organize badges under a fluency drop down menu as she continues to work on the remaining requests from the working group.

MOTION: Participation in the digital badging project will be free for paid members. Seconded Joanne. Carried.

MOTION: Carlene moved that our digital badging project be called Digital Fluency Badges. Seconded by Laurie. Carried.

ACTION ITEM: Carlene will make changes to the documentation and website to reflect the new name.

6.1.1 Publicity

Timeline for launching the Digital Badging professional development opportunity has not been confirmed. There is the possibility of the third week of October, Education Week/Sask Library Week. We will hold off on the discussion of signage and publicity for now. The project will be debuted at the SSC day as an introduction to the project.

6.1.2. Focus Study and Usability Testing Group Meeting

Help is requested with this large job. Documents need to be edited. Carlene continues to build the website and requests feedback. Preparations for the focus group and the screencast need to be made. Members not in the working group are welcome to assist. Some have already volunteered. Charlotte and Tracy offered editing services.

6.1.3. Review of Material

6.2 CLA

6.2.1. Distribution and Publicity of ePub

As soon as epub is available, Joanne will distribute the link and SSLA will promote.

Adjournment:

Meeting was adjourned at 11:42 by Tracy. Seconded by Laurie. Carried. The next general meeting will be at 10:00 on June 7. Location is to be determined. New executive members will be invited to join the meeting for the 12:30 lunch and the afternoon meeting.



web: www.ssla.ca
e-mail: sasksla@gmail.com
twitter: @SaskSLA
facebook: Saskatchewan School Library Association



ACTION ITEM: Charlotte is to obtain the contact information of the new members.

Have a nice day

Minutes submitted by: Charlotte Raine

Approved by: Carlene Walter

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SSLA Executive Action List

√	ACTION	WHO	COMMENTS
	Update financial statements for SSLA chequing, Digital Badging Project, SSLA Conference, Award and Bursary, Learning Events, and <i>The Medium</i> prior to each subsequent meeting. Submit with report.	Chantelle, Dawn, Carla, Tracy, Carlene & Joanne	Charlotte will add Tracy's from last time and request Chantelle's financial statement.
	Send conference receipts for payments made by cheque, if a paper receipt is requested, or school division payments. Otherwise online receipts are given for the online payments.	Dawn	Dawn has sent all the receipts requested.
	Delete lapsed members from database.	Dawn	Will complete within the month. Already started.
	Chantelle is advised to pay herself the writer's fee. Dawn will pay Chantelle if Chantelle refuses to pay herself	Chantelle/Dawn	Motion: When Chantelle submits her financial statement to Charlotte, if it is exempt from a payment for herself for writing <i>The Medium</i> articles, Dawn will issue a cheque for \$50. Seconded Laurie. Carried.
	Executive members are requested to put up some boards on Pinterest.	all Executive	Laurie is concerned SSLA and Laurie are synonymous. Need diverse voices.
	Support new members and be cognizant of stresses and challenges.	Executive	We have some major projects. We need to determine how to get other people or other resources to support us.

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President's Report

INFORMATION ITEMS

- Updated the website, including SSLA awards and bursary recipients
- Submitted Awards and Bursary Ad hoc committee financial statement
- Attended MultiType Library Board meetings in Regina
- Updated the Association's Executive Duties
- Prepared quotes to highlight SSLA's presentations for STF Summer Short Courses
- Submitted ad for the STF Professional Opportunities Catalogue
- Arranged to meet with STF Liaison to announce the approval of Association's Constitution
- Submitted AccessCopyright's publisher repertoire payment form
- Assisted with Conference in regards to creating and submitting final online evaluation form and registration list, as well as providing opening and closing address and digital badging introduction
- Continued development of digital badging special project, including the writing of the tasks and web site creation.

ACTION ITEMS

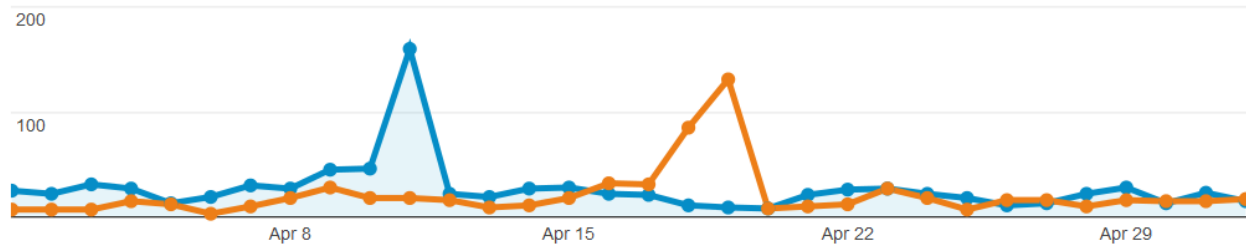
Report submitted by: Carlene Walter

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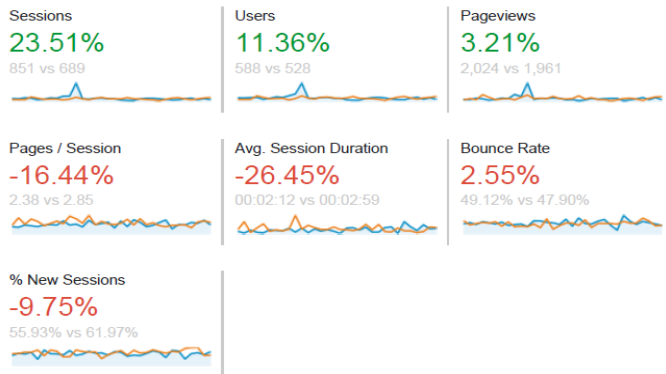
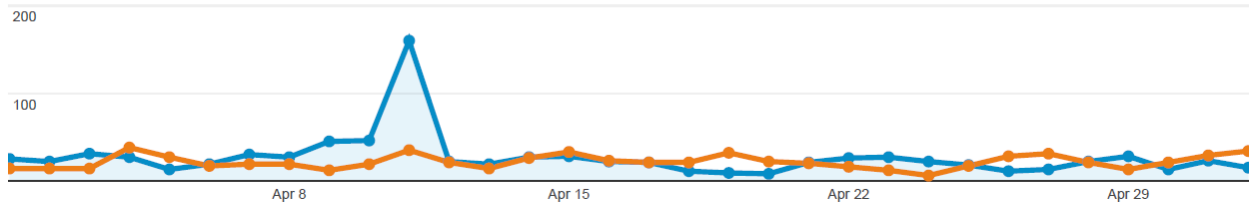
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Google Analytics Data

Apr 1, 2014 - May 2, 2014: ● Sessions
 Apr 1, 2013 - May 2, 2013: ● Sessions

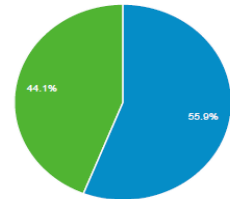


Apr 1, 2014 - May 2, 2014: ● Sessions
 Feb 28, 2014 - Mar 31, 2014: ● Sessions

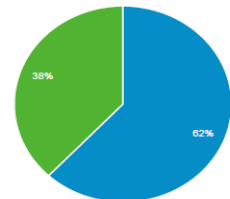


■ New Visitor ■ Returning Visitor

Apr 1, 2014 - May 2, 2014



Feb 28, 2014 - Mar 31, 2014



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President Elect's Report

INFORMATION ITEMS

- Secretary/Archivist requested reports from SSLA liaisons and sent correspondence has been placed in the New Business section of the agenda.

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Treasurer/Membership's Report

INFORMATION ITEMS

1. There are currently 101 members.
2. The bank balance as of April 30 is \$26, 920.20 in chequing and \$11, 669.62 in the term deposit.
3. Apologies for the lack of a formal financial report. The conversion to Quick Books from Quicken is taking longer than expected. When the formal report has been prepared it will be emailed to the executive members. If any executive need information about transactions in the budget lines that they are responsible for please contact me and I will forward it to you.

ACTION ITEMS

1. Complete the conversion to Quick Books.
2. Receive instructions in how to retrieve member's complete information from Paypal.
3. The Term Deposit renewal is due July 1, 2014. Discussion with the executive on how to proceed with it would be helpful. Then TCU Financial will be contacted to proceed with the Executive's decision.

Report submitted by: Dawn Morgan

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SSLA Financial Report – Banking Summary

Saskatchewan School Library Association
Profit and Loss
April 2014

	Total
Income	
Conference	3,557.22
Interest	1.11
Membership	830.40
Total Income	\$4,388.73
Gross Profit	\$4,388.73
Expenses	
AGM Awards and Bursary	780.42
Bank charges	50.20
Conference Expenses 2014	5,397.40
Digital Badging	330.00
Executive Meetings	1,046.93
Gifts	142.90
Total Expenses	\$7,747.85
Profit	\$ -3,359.12

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Publication Councillor's Report

INFORMATION ITEMS

- I need articles again for the last edition of the Medium. I would like to get that out in June. So if anyone has something to contribute please let me know. Ask your fellow teacher-librarians if they would be interested in sharing the things they are doing.

ACTION ITEMS

Report submitted by: Chantelle Anderson

Publication Councillor's Financial Statement

THE MEDIUM BUDGET 2013-2014

INCOME	Memo	Budget	Actual	Difference (\$)
Balance		\$	-	
Income		\$	600.00	
TOTAL INCOME				
		\$	600.00	

EXPENDITURES		Budget	Actual	Difference (\$)
Submissions	3 issues - 13 Shorter @ \$25	\$	325.00	
Submissions	3 issues - 3 In-Depth @ \$50	\$	150.00	
Awards	3 Winners/Year - Completing Google Form	\$	75.00	
FlipSnack Subscription		\$	50.00	\$ 52.18
TOTAL EXPENSES		\$	600.00	\$ 52.18

GRAND TOTAL	Budget	Actual	Difference (\$)
Income	\$	600.00	
Expenditures	\$	600.00	
GRAND TOTAL	\$	-	

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Professional Learning Councillors' Report

LEARNING EVENTS

Information Items

1. Sent letters of interest to the following presenters:
 - Shannon McClintock Miller – Raise the Bar with Effective Collaboration, Make the Administrator Connection, Keys to Leadership
 - David Lankes – based on his book *Expect More: Demanding Better Libraries for Today's Complex World*
 - Adam Bellow – eduTecher and eduClipper, 20 Tools to Power up Your Teaching
 - Naomi Harm – Virtual Video Field Trips, Teaching and Learning in a Flat Classroom, iPad and AR
 - Angela Maiers – The Habitudes of the 21st Century, Digital Literacy as a Human Rights, Habitudes and Changing the Conversation
 - Sylvia Martinez – Invent to Learn: Making, Tinkering and Engineering in the Classroom

Action Items

1. Follow up letters of interest to secure engagements for next year's learning events.

Report submitted by: Tracy Woodward

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Professional Learning Councillors' Report

SSLA CONFERENCE

Information Items

1. I would like to commend the leadership and hard work shown by the Conference Committee in facilitating a successful 2014 SSLA Conference
2. Feedback from 44 responses indicated overall satisfaction was in the 'highly satisfied' area in all aspects surveyed...frustration was expressed several times in the area of the awards presentation and its length
3. There were 90 registered with 88 in attendance. Projected net income exceeds the anticipated \$3700.
4. SSLA web site updated to include information from conference

Plans for 2014-2015 conference

1. Email has been sent to Judy Nicholson to explore possible joint conference with SLA
2. Email to Curriculum21, re Dr. Heidi Hayes Jacobs to present on "Integrating 21st Century Tools & Skills" or "Active Literacy Across the Curriculum"

Action Items

1. A final report, including the financial report, will be prepared for the June meeting
2. Need to put forth a call for a Host Committee
3. PD Councillor for conference to be determined
4. Finalize 2015 Conference format and presentations

Report submitted by: Carla Katerynych

Professional Learning Councillors' Financial Statement

A	B	C	D	E	F
INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)
Balance		\$ -	\$ -	\$ -	-
Registration Fee	based on 120 people X \$135 actual 86	\$ 16,200.00	\$ 11,610.00	\$ 4,590.00	
Displayers' Lunch		\$ 25.00	\$ 50.00	\$ (25.00)	
Sponsorship		\$ 1,000.00	\$ 2,100.00	\$ (1,100.00)	
TOTAL INCOME		\$ 17,225.00	\$ 13,760.00	\$ 3,465.00	
EXPENDITURES		Budget	Column1	Difference (\$)	Difference (%)
Planning Meetings		\$ 150.00	\$ 40.00	\$ 110.00	
Keystone Speaker	Honourarium	\$ 5,000.00	\$ 3,884.20	\$ 1,115.80	
Keystone Speaker	Airfare	\$ 1,000.00	\$ 460.04	\$ 539.96	
Keystone Speaker	Accommodations (2 nights)	\$ 350.00	\$ 489.45	\$ (139.45)	
Keystone Speaker	Meals	\$ 150.00	\$ 56.72	\$ 93.28	
Décor/tables		\$ 150.00	\$ 87.39	\$ 62.61	
Nametags		\$ 125.00	\$ -	\$ 125.00	
Facility		\$ 850.00	\$ 840.00	\$ 10.00	
Swag		\$ 200.00	\$ 330.00	\$ (130.00)	
Presenters' Gift (4x\$22)		\$ 300.00	\$ 88.00	\$ 212.00	
Audio/Visual		\$ 200.00	\$ 214.50	\$ (14.50)	
Program		\$ 25.00	\$ 18.92	\$ 6.08	
Nutrition Break		\$ 1,225.00	\$ 516.04	\$ 708.96	
Lunch	\$24 person (plus gratuity)	\$ 4,000.00	\$ 2,182.93	\$ 1,817.07	
TOTAL EXPENSES		\$ 13,725.00	\$ 9,208.19	\$ 4,516.81	
GRAND TOTAL		Budget		Difference (\$)	Difference (%)
Income		\$ 17,225.00	\$ 13,760.00	\$ 3,465.00	
Expenditures		\$ 13,725.00	\$ 9,208.19	\$ 4,516.81	
GRAND TOTAL		\$ 3,500.00	\$ 4,551.81	\$ (1,051.81)	

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Communications Councillor's Report

Information Items

1. Sent email(s) regarding the following items:
 - a. Membership expired
2. Responded to necessary emails
3. Updated the email database with new/renewed members.
4. Added relevant posts to the Facebook page
 - a. Since November we have added 3 individual to our group with 53 members

Hi Sask,

Here are the latest insights about your Facebook Page.

Week of Apr 21 - Apr 27

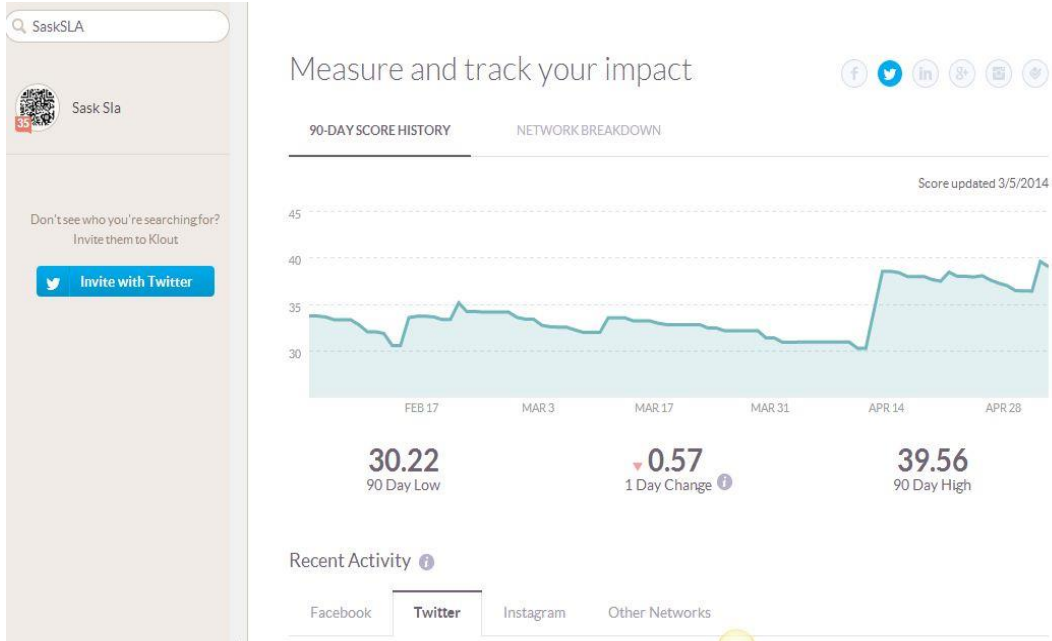


Saskatchewan School Library Association
 Build Audience · Promote Page

See Insights

	LAST WEEK	PREVIOUS WEEK	TREND
Total Page Likes	53	52	1.9%
New Likes	0	0	0.0%
Weekly Total Reach	1	1	0.0%
People Engaged	2	1	100.0%

5. Klout account is 35



6. Created a Pinterest Board.

Action Items

1. Arrange for Stealth to verify our website in order to view analytics on Pinterest.

Report submitted by: Laurie Hnatiuk

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Special Projects Councillor's Report

INFORMATIONAL ITEMS

1. Digital Badging Project
 - a. Carlene introduced the Digital Badges Project at the SSLA conference on April 11th in Saskatoon. Conference registrants also received a "swag bag" that included information about the project and a smartphone car charger. The Conference budget paid covered this cost of the car chargers.
 - b. At the conference, 14 participants indicated interest in participating in the Focus Study and Usability Testing Group. The group will meet to provide feedback once the badging platform has been established. We anticipate late May or early June. (The documentation is attached)
 - c. The Working Group will meet on May 4th to review progress on the project and determine next steps.
 - d. The landing page of the Digital Badges webpage has been created <http://ssla.ca/Badges>
 - e. Carlene is working with Stealth to create the badging platform.
 - f. Carol Koechlin requested a presentation about the digital badging project for CLA. Carlene has created the presentation.
<http://www.slideshare.net/carlenewalter/ssla-digital-badging-presentation-to-cla>

ACTION ITEMS

1. CLA National Project for School Libraries in Canada
 - a. Monitor the release of the e-pub and publicize on the SSLA website and social media accounts.

Report submitted by: Joanne Beltramini

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Special Project – Digital Badging

Financial Statement

SPECIAL SUBJECT COUNCIL GRANT (DIGITAL BADGING) BUDGET 2013-2014						
INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)	
Balance		\$ 7,500.00	\$ -	\$ 7,500.00		
SCC Grant		\$ 3,000.00	\$ 3,000.00			
TOTAL INCOME		\$ 10,500.00	\$ 3,000.00	\$ 7,500.00	71.4%	
EXPENDITURES						
EXPENDITURES		Budget	Actual	Difference (\$)	Difference (%)	
Personnel - Writing - Phase 1 (\$248 sub pay X 1 half day)		\$ 248.00	\$ 247.50			
Personnel - Writing - Phase 2 (\$248 sub pay X 2.5 half days)		\$ 620.00	\$ 330.00			
Personnel - Implementation - Phase 3 (\$248 sub pay X 2 half days)		\$ 496.00				
Working Group Meetings		\$ 225.00				
Signage		\$ 125.00				
Promotional Material		\$ 186.00				
Web Design and Badge Creation		\$ 1,100.00				
TOTAL EXPENSES		\$ 3,000.00	\$ 577.50	\$ -	0.0%	
GRAND TOTAL		Budget	Actual	Difference (\$)	Difference (%)	
Income		\$ 10,500.00	\$ 3,000.00	\$ 7,500.00	71.4%	
Expenditures		\$ 3,000.00	\$ 577.50	\$ 2,422.50	80.8%	
GRAND TOTAL		\$ 7,500.00	\$ 2,422.50			

Report submitted by: Joanne Beltrami

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Secretary/Archivist Councillor's Report

INFORMATION ITEMS

- Minutes were compiled and posted to the SSLA website and circulated to our STF contacts.
- Reports from our liaisons were solicited and added to the agenda package.
- Conference duties completed fell into two categories: awards and AGM minutes. Plates and sun catchers were acquired for our award winners and conference committee members. Thank you to Joanne for picking them up. Minutes for the AGM were taken, circulated, and uploaded behind the veil. Thank you to Carlene for her assistance with the uploading.
- Work on the Legacy Project continues.
 - Having gained access to back issues of *The Medium* at the Stewart Resources Centre a list of former executive members is taking shape.
 - The fate of the binders donated by Viktor Fast has been discovered. They were donated to the Stewart Resources Centre and have since been weeded.
 - The scope of the Legacy Project will be expanded to include a list of publications by SSLA. Covers of the documents will be scanned and added to the bibliography. A plan to document our web material needs to be devised.

ACTION ITEMS

1. Charlotte will attempt to obtain a copy of the nominators' speech for the presentation of this year's awards.

Report submitted by: Charlotte Raine

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New Business

CORRESPONDENCE

STF Summer Short Course

Thank you for your application from the SSLA to facilitate workshops in the STF 2014 Summer Short Course program. We appreciate your willingness to give up some of your time in the summer to assist fellow colleagues with their own professional growth and development. This email is to confirm that we will be including the following workshops within our program:

Using Technology to Foster Reading and Writing in the Elementary Grades

Wednesday, August 6th, 2014 9:00am to 3:30pm
Saskatoon – Silverspring School Library (to be confirmed)

Using Technology to Foster Reading and Writing in the Primary Grades

Thursday, August 7th, 2014 9:00am to 3:30pm
Saskatoon – Silverspring School Library (to be confirmed)

Help! How Do I Get Started?

Tuesday, August 12th, 2014 9:00am to 3:30pm
Saskatoon – Silverspring School Library (to be confirmed)

School Libraries in the 21st Century

Wednesday, August 13th, 2014 9:00am to 3:30pm
Saskatoon – Silverspring School Library (to be confirmed)

Digital Skills and Literacies: It's More Than Tech Tools

Thursday, August 14th, 2014 9:00am to 3:30pm
Saskatoon – Silverspring School Library (to be confirmed)



web: www.ssla.ca
e-mail: sasksla@gmail.com
twitter: @SaskSLA
facebook: Saskatchewan School Library Association



Our planning team was very interested in the topics you have offered to present and look forward to your involvement in our program again. Last year we received positive feedback from those who attended your workshops.

SSLA Meeting Minutes

May 2014

New Business

CORRESPONDENCE

STF Memorandum

To: Special Subject Council Presidents
From: Scott Burant, Coordinator, Member Services
Date: April 14, 2014
Re: Ads for the Professional Growth Opportunities 2014-15 Catalogue

Each year the Federation produces a professional growth opportunities catalogue which highlights upcoming professional development opportunities for the fall, winter and spring. Conferences, workshops, forums and seminars for members are highlighted as well as activities of the Saskatchewan Professional Development Unit (SPDU).

We provide a section with an overview of special subject councils and list all councils and their website address if available. If there has been a change to your website address, please let Colleen Paulhus know by email, msservices@stf.sk.ca by May 31, 2014.

All special subject councils are invited to place an ad for conferences or professional development events being held during 2014-15. There is no cost to councils to place their ad in the catalogue.

Requirements and checklist for your ad:

- Ad must be no larger than 2.25 inches x 4.5 inches.
- Completed ad must be supplied in PDF format with fonts embedded (do not include subset fonts).
- If you do not have the ability to save your ad as a PDF, you may submit a Microsoft Word, PowerPoint or Excel document.
- The final resolution of all images should be approximately 300 dpi if possible.
- If the date of your professional development activity is not known, the ad can list the event with: date to be determined, future information can be found on our website, etc.
- Each council may submit one ad and it must arrive by May 31, 2014.
- Send the ad to my attention, msservices@stf.sk.ca

I hope this presence in the catalogue will support all councils in promoting the benefits of membership and involvement in the worthwhile activities of special subject councils.

Please do not hesitate to contact Colleen or me if you have any questions.

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Saskatchewan
SCHOOL LIBRARY
Association

*SSLA provides professional
development through:*

Digital Badging

Online Learning Events

Annual Conference

Publications

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SSLA Meeting Minutes

May 2014

New Business

CORRESPONDENCE

AccessCopyright

access[©]

PUBLISHER REPERTOIRE PAYMENT FORM

Access Copyright will determine your 2014 Publisher Repertoire payment based on your 2012 publishing revenues. Please complete all sections of the form below and return it to Access Copyright by August 31, 2014. PLEASE PRINT CLEARLY.

(A) **Publisher Contact Information:** You are required to keep this contact information up to date. Failure to keep this information up to date may result in non-payment of repertoire.

Company Name: Saskatchewan School Library Association (the "Publisher")

Contact Person: Carlene Walter Email: carlenewalter@gmail.com

Job Title: President Department: SSLA Executive

Address: 505 Dufferin Avenue

City: Saskatoon Province: SK Postal Code: S7N 1C2

Telephone: 306-954-0160 Fax: _____ URL: www.ssla.ca

(B) **Publishing Revenues:** For more information on this section of the form, please see the accompanying FAQs.

The information provided on this section of the form shall be treated as the confidential information of the Publisher and shall only be used to determine the Publisher's 2014 Publisher Repertoire payment.

The 2014 payment is based on 2012 publishing revenue. You may report revenue in any of the categories below. Choose the applicable categories to report your 2012 publishing revenue. If there is no revenue to report, please submit 'zero' reporting so that we can update your record.

<input type="checkbox"/>	Sales Revenue: The Publisher's sales revenue in the 2012 fiscal year was:	\$
<input type="checkbox"/>	Advertising Revenue: The Publisher's advertising revenue in the 2012 fiscal year was:	\$
<input checked="" type="checkbox"/>	Membership Dues: The Publisher's membership dues in 2012 was:	\$ 3425.55
	Total 2012 Publishing Revenue:	\$

The Publisher will immediately return any payments received from Access Copyright to which the Publisher is not legally entitled. Royalties are taxable income. Access Copyright will send you all forms or other appropriate documentation required by law.

(C) **Signature**

I hereby confirm that the information supplied in this form is accurate and true to the best of my knowledge. Upon request and on behalf of the Publisher, I agree to provide Access Copyright with any additional documentation as required.

The Publisher

Date: April 19, 2014 Name: Carlene Walter



web: www.ssla.ca
e-mail: sasksla@gmail.com
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facebook: Saskatchewan School Library Association



New Business

CORRESPONDENCE

Multitype Database Licensing Program

Decisions were made regarding the renewal of the MDLP products during the Multitype Library Board AGM held in Regina on Wednesday, April 2nd. All existing products that comprise the CORE suite will be renewed for the 2014-2015 year.

Joanne Beltramini

Canadian Library Association

We are on track so far with getting the standards ready for the Victoria launch; it looks like for Victoria we will have an interactive PDF (much like your Medium articles) as we are just finishing editing and starting work with around web design. The documents are looking great and we have over 140 illustrations of the standard indicators at work across Canada. You could remind the SSLA to read the article Carol & I provided introducing the standards concepts (in the last issue of the Medium). That's about it for now but within the month (before CLA Victoria!) I should have a press release for the Standards which I can then forward to you. Regards, Judith

Judith Sykes
Canadian Library Association

New Business

AWARDS AND BURSARY FINANCIAL STATEMENT

AWARDS AND BURSARY BUDGET 2013-2014

INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)
Balance		\$ 700.00	\$ 700.00	\$ -	0.0%
TOTAL INCOME		\$ 700.00	\$ 700.00	\$ -	0%

EXPENDITURES	Budget	Actual	Difference (\$)	Difference (%)
Bursary	\$ 500.00	\$ 500.00		
Certificate Paper	\$ 5.00	\$ 11.73		
John G. Wright Plaque Engraving \$5 plus tax(Listowel)	\$ 6.00	\$ 7.00		
John G. Wright Plate Sticker (Listowel) \$17.50 plus tax	\$ 18.00	\$ 18.50		
Connie Acton Plate Sticker \$17.50 plus tax (Listowel)	\$ 18.00	\$ -		
Art Forgay Plate Sticker \$17.50 plus tax (Listowel)	\$ 18.00	\$ 18.50		
Award Plates - Three @ 32.50 plus tax (Sisters Glass)	\$ 100.00			
Awards & Bursary Meeting	\$ 35.00	\$ 72.22		
TOTAL EXPENSES	\$ 700.00	\$ 627.95	\$ 10.50	1.5%
GRAND TOTAL	Budget	Actual	Difference (\$)	Difference (%)
Income	\$ 700.00	\$ 700.00	\$ -	0.0%
Expenditures	\$ 700.00	\$ 627.95	\$ 72.05	10.3%
GRAND TOTAL	\$ -	\$ 72.05		