

**COPPUL Board of Directors Meeting
March 15, 2013
Simon Fraser University, Vancouver BC**

MINUTES

PRESENT: K.Adams (Manitoba), K.Aruckle (Alberta), J.Bengtson (Victoria), G.Bird (COPPUL & Secretary), M.Burton (British Columbia), C.Eckman (Simon Fraser), B.Foley (Vancouver Island & Chair), T.Goshulak (Trinity Western), T.Hickerson (Calgary), C. Hoepfner (Winnipeg), C.Hurst (Brandon), M.MacDougall (Fraser Valley), K.Ladd (Saskatchewan), K.Gaynor (Thompson Rivers), D.Mirau (Concordia), T.Mundle (Kwantlen), R.Rose (Northern B.C.), S.Schafer (Athabasca), C.Shepstone (Mount Royal).

REGRETS: R.Croft (Royal Roads), J.Duffy (Grant MacEwan), T.Janewski (King's), B.Mathenia (Lethbridge), B.Sgrazutti (Regina).

GUESTS: Clare Appavoo (CRKN) for item 6

Administrative Items

1 Call to order and approval of agenda

Chair B.Foley called the meeting to order at 9am. The agenda was approved by consensus, with the note that the guest slated for item 5, R.Hayashi, was unable to attend the meeting.

2 Approval of minutes from September 2012

MOTION: To approve the minutes from September 2012.

MOVED: S.Schafer

SECONDED: D.Mirau

CARRIED

3 Financial update

G.Bird reviewed the financial update for the 2012-13 year and projections to year-end. She noted there was additional revenue from membership fees paid by Grant MacEwan in the fall when they became full members of COPPUL. She also pointed out the additional expenditures on contractor hours that reflect increased hours for D.Braun who is assisting with more renewals as well as some streamlining of the licensing program. The financial update was received for information.

4 Budget 2013/14

B.Foley presented a proposed budget for 2013/14, noting it was a status quo budget with two minor exceptions. Additional funds are allocated for web maintenance and design to do some needed upgrading of the web site, and an increase in the allocation for contractor fees reflect increased hours for D.Braun to work on renewals, document her procedures, and assist with streamlining COPPUL's licensing program. The \$2000 for webcasting Open Access week events that has been approved by separate motion for the past two years is also included here as an ongoing item, as is \$3500 for

workshops to cover the increased activity in this area. In noting the small surplus projected for the year, a question was raised about COPPUL's accumulated surplus. B.Foley responded that the accumulated reserves are shown in the reviewed financial statements provided once a year at the AGM (e.g. the fall meeting).

MOTION: To approve the proposed 2013/14 budget.

MOVED: T.Mundle

SECONDED: M.Burton

CARRIED

Guests

5 eBound Canada

The planned guest from eBound Canada was unable to attend; he notified the office by email the previous week that he was not yet able to discuss the specific terms of eBound's deal with OCUL and ACUP. G.Bird advised that once eBound was in a position to discuss the Ontario deal, she would convene a teleconference or web meeting with eBound and any interested library directors or collections librarians.

6 COPPUL & CRKN cooperation

The Board welcomed Clare Appavoo who began as Executive Director at CRKN on December 3, 2012. Clare provided highlights of her activities since arriving at CRKN: POMS evaluation presentation and meeting at Canada Foundation for Innovation; meetings of the Cost Sharing Advisory group; 2-day strategic planning session with Board of Directors; participation in the Leadership Council for Digital Infrastructure; many license renewals; moving forward with SCOAP3 implementation.

Clare outlined seven key focus areas from the recent strategic planning session:

1. Sustainability—of staffing and business practices
2. Membership opportunities – are there other types of libraries or organizations that should be considered?
3. Scope of services—are there different services beyond content acquisition that CRKN should be offering?
4. Collaboration with other organizations, including reaching out to regional consortia
5. Practical opportunities and risks for the organization
6. Engagement—there has been much emphasis on communication, but it needs to be bi-directional
7. Content—new content, what content? CRKN cannot be sustainable if it just renews existing content.

Discussion followed, including questions on the following topics:

- Licensing needs of medical doctoral institutions with the end of Canadian Virtual Health Library funding period
- What role should CRKN play with respect to Open Access in negotiations with publishers? Could/should CRKN take a more proactive role on OA? Should CRKN take on more of an advocacy role? CRKN is not currently an advocacy organization.

- Other ideas that emerged under “scope of services” item?
- What has come out of the Cost Sharing Advisory Group? CSAG Report will go out to membership shortly and there will be four regional based discussions with members in May, including one for the west. Reaching out to individual member libraries was very successful.
- Alumni access to resources is a growing issue. What can CRKN do?
- How can COPPUL and CRKN work together? Might there be opportunities for sub-contracting in the region, deeper collaboration?
- Working groups/committees within various consortia are not always aware of what other groups are doing, e.g. OA, Digital preservation.
- Perpetual Access Task Group—their mandate is now over. In their report, Scholar’s Portal was named as the primary candidate organization to provide perpetual access to CRKN’s licensed content. Scholar’s Portal now has TDR certification, but does not currently have the capacity to be a dark archive. CRKN needs to identify a way to move this forward.
- American Chemical Society. Conversations with ACS indicate they may be willing to re-open discussions with CRKN on approaches to a national license. CRKN has had a paper proposal accepted at upcoming Canadian Chemical Society meeting in Quebec in July. There will be a meeting between ACS and some members of CRKN’s Negotiations Resource Team in April.
- What would be innovative for CRKN to do? What’s the future of post-secondary education? What could CRKN do to support members in what they’re going through now in this evolution and with regard to budget pressures?

For Discussion/Decision

7 By-law committee

B.Foley reviewed the proposal from the by-law committee, noting that it includes a revised statement of purpose, which is required to comply with the new Act. If it is approved, COPPUL’s purpose statement on the website will be updated with this language. There is some uncertainty about classes of membership and whether COPPUL’s affiliate members should be named as such in the by-laws. This is one of the matters for advice from legal counsel. Another significant change is the language about proxies: rather than have someone else from a give library attend in place of the regular representative, and allow the substitute to vote, the proxy would be given to another Director. This is a change from present practice. A UL could also designate a permanent representative other than him/herself (e.g. an AUL), and that person would then always have the vote for that organization.

MOTION: *That the governance structure outlined in the document provided by the by-law committee be approved, and that the committee be asked to draft by-laws to this effect for consideration at the September 2013 meeting.*

MOVED: K.Adam

SECONDED: C.Shepstone

CARRIED

Action: COPPUL's statement of purpose to be updated on the website.

The By-law committee to draft a set of by-laws reflecting the approved structure, seeking legal advice as necessary to have material ready for a vote at the Fall 2013 meeting.

8 Pan Canadian Documentary Heritage Network

G.Bird reviewed a request from OCUL about representation from regional university library consortia to the Pan Canadian Documentary Heritage Network. The history, purpose and structure of the PCDHN network was discussed with information provided by T.Hickerson and K.Adams who have attended as CARL and CLA presidents, respectively. The group agreed that some direct engagement with LAC officials would be useful to convey COPPUL libraries' priorities and points of view to them; it will be best to be very specific about the issues that matter most to our libraries. J.Bengtson also noted that D.Caron will be addressing Congress in Victoria in June and there will be a small stakeholders meeting held in association with that. J.Bengtson is organizing and will ensure COPPUL is represented. The group agreed to OCUL's proposal, and further suggested that the ED's and Chairs of the four regional groups should come up with a shared list of the top five issues the groups would like to have represented to PCDHN.

Actions: Invite a senior representative from LAC to attend COPPUL's fall 2013 meeting.

Indicate to OCUL that COPPUL agrees with the proposed representation to PCDHN; coordinate statement on top 5 issues from regional consortia to convey to this group.

Ensure COPPUL representation at LAC stakeholders meeting at Congress in Victoria in June.

9 COPPUL Outstanding Contribution award

While there was strong support for honouring A.Slade's contribution to COPPUL in some way, there was not unanimous support for re-naming this award, as it is currently the only thing COPPUL has to name. There was a suggestion to create a second award, perhaps for career or lifetime achievement, and to name that after Sandy, rather than renaming the existing award. There was discussion about creating a culture of recognition within COPPUL, and how best to achieve this, e.g. the revised website could include a section for this, which would make it public and visible. B.Foley indicated the discussion had given him good ideas to shape a revised proposal that would be supportable by all.

MOTION: To change the name of the COPPUL Outstanding Contribution Award to the "Alexander Slade Award for Outstanding Contribution to COPPUL."

MOVED: C.Shepstone

SECONDED: T.Goshulak

WITHDRAWN with agreement from mover and seconder.

Action: B.Foley to convene a small group to propose an alternative way to honor A.Slade's contribution to COPPUL, for consideration at the Fall 2013 meeting.

10 ROI Task Group report and proposed terms of reference

G.Bird presented the Task Group report for J.Duffy who was unable to attend. The report was received with thanks. With respect to planning the ROI/Assessment workshop for September in Winnipeg, the

group noted that they liked the “Directors plus One” format of the March 14 meeting, and agree it will work well for the workshop being planned by the Task Group. It was also noted that 2013 is a LibQual year, and that this marks 10 years that many COPPUL libraries have been participating. One possible topic to explore in September—what has COPPUL learned? What have the libraries learned?

MOTION: To approve the proposed Terms of Reference for the ROI Task Group.

MOVED: D.Mirau

SECONDED: C.Eckman

CARRIED

11 SPAN report & budget

S.Schafer presented the report from the SPAN Management Committee, which included a list of the proposed materials for archiving in year 2. The proposed budget for 2013/14 includes funds for a contract Collection Analyst, similar to the summer student hired in 2012. Revenue includes a refund from OCLC for the custom collection analysis report that was commissioned in 2012, and which both parties have now agreed OCLC is unable to provide until their infrastructure is upgraded. There was an observation from the Collections Committee meeting that not a lot of weeding is going on, however it was noted that local deselection processes are time-consuming, and some directors have been using SPAN membership successfully to reassure faculty members about decisions that are being made to weed or relocate collections.

MOTION: To approve the proposed budget for SPAN 2013-14.

MOVED: S.Schafer

SECONDED: K.Ar buckle

CARRIED

K.Ar buckle mentioned that UAlberta supports SPAN and is likely to play an important role as an Archive Holder and Archive Builder in the network. However their storage facility, BARD, is full and they need capital funding for a required expansion. K.Ar buckle is seeking letters of support from libraries within COPPUL that will help demonstrate to provincial funders that BARD serves a purpose beyond UAlberta.

12 Follow up from Digital Curation and Preservation workshop

B.Foley asked for feedback on the Directors Plus One workshop held on March 14. The group had very positive feedback, saying they appreciated the diversity of presentations, and the mix of profiles of activities at different levels. The format was a good way to bring directors up to speed on this topic, with rich and engaging content. Thanks again to the organizers of this workshop.

Actions: G.Bird to pursue consortial licensing of software/services of common interest (e.g. Archivelt, Odesi)

DPWG be asked to coordinate development of features for Archivemata among COPPUL users, including the potential for co-funding.

DPWG be asked to develop proposal for expansion of COPPUL PLN by adding new members and offering a hosted service model.
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G.Bird to investigate membership in Internet Archive.

It was noted that many of the same tools are in use throughout the region; that there almost appears to be an organically emerging shared service happening. Is there more coordination that could happen

via COPPUL, or something COPPUL could do to develop regional infrastructure for digital preservation, and include more institutions?

Action: G.Bird to follow up with the DPWG and bring back concrete proposal to subsequent directors meeting, if any emerge that would cost COPPUL resources.

On a related note, it was mentioned that LAC recently divested itself of many collections of provincial documents. UAlberta, UManitoba got material for their respective provinces. Could COPPUL coordinate digitization of this material? This could fit into SPAN activity as well.

For Information

13 Report from Scholarly Communications Working Group

C.Shepstone presented highlights from the WG report. The application to host a subsidized occurrence of ACRL's Scholarly Communication Roadshow workshop was successful. It will be held at UAlberta, likely in June; the exact date is not yet set. There was a question with regard to the SCWG's think tank role—could the group be asked in this capacity to put some context around C.Humphrey's research data report and proposals as described in his keynote address on March 14? C.Shepstone will take this back to the group for consideration. J.Kirchner is leaving UBC to take a position in Minnesota. She has led the group well and a new chair will need to be appointed. COPPUL will express thanks to her on behalf of the group.

14 ACCOLEDS report

G.Bird reported for C.Humphrey, noting that ACCOLEDS is now in its 20th year. This significant milestone should be acknowledged on the website, and COPPUL's congratulations and appreciation conveyed to the group.

15 Report from Collections Committee meeting

B.Foley reported on a productive and successful meeting of the Collections Committee March 13. Members of the ROI Task Group facilitated a discussion about assessing the value of licensed resources, UManitoba profiled their use of Nature's pay-per-view article service, Usask shared their weeding decision-making tool, and NRT representatives updated the group on CRKN developments. Reports were also received from the Scholarly Communication and Digital Preservation Working Groups.

16 AUCC/Access Copyright survey development update

G.Bird presented a report from C. Winter (URegina), who represents institutions that have signed AC/AUCC agreement on a sub-committee to design a copying survey of libraries. Directors noted that Access Copyright has apparently already begun collecting data independent of this process, and also that the survey is somewhat moot now given the changes to copyright law. They suggested that C.Winter's future reports could go directly to the UL's of institutions that have signed the agreement, rather than to the Board, as she is not representing all of COPPUL, only those whose schools are signatories.

Action: G.Bird to ask C.Winter to provide future reports directly to the UL's of signing institutions, rather than the COPPUL Board.

17 Executive Director's report
Received for information.

18 Action items
Received for information.

19 New business
None

20 Future meetings
Fall meeting will be in Winnipeg, hosted by the University of Manitoba.
Directors plus One workshop on ROI/Assessment, **Thursday September 26.**
Board meeting **Friday September 27.**

Meeting adjourned at 1:50pm.

Thanks to Chuck Eckman for the assistance with arrangements provided by SFU Library staff.