SSLA Executive Meeting

November 2015

Saskatchewan
SCHOOL LIBRARY
Association

2015 - 2016

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SSLA Executive Meeting

November 2015

Date

November 21st, 2015
Online Meeting with Adobe Connect
   http://connect.edonline.sk.ca/ssla/
   Enter as guest
9:00 a.m. – 12:00 p.m.

Call to Order

The meeting of the Saskatchewan School Library Association was called to order at 9:06 on November 21st by Charlotte Raine

Present: Carlene Walter, Carla Katerynych, Carol Preece, Chantelle Anderson, Charlotte Raine, Gaétan Hammond, Laurie Hnatiuk Megan Hernberg Baxter
Regrets: Rachel Florence Jana Scott Lindsay

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

   3.1. SSLA Executive Roles and Responsibilities Action List

   - **ACTION for Charlotte:** The Past President (Carlene Walter) sent May and June minutes along with the year end reports to be uploaded behind the veil.

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- **ACTION:** Charlotte will check the external hard drive and with Rachel to find the contracts..
- **ACTION:** The President (Charlotte Raine) has the wording for a resolution to be presented at Spring Council regarding sharing data related to teaching assignments as reported on the Educator Profile. Will be added to January agenda.

3.2. Feedback from October's information package and survey request

Addressed in the President's Report

3.3. Budget for 2015-2016

DISCUSSION: Discussion about the correlation between the amount of work and the profit. Budgeted for Regina event as worst scenario. Budgeting with a lower amount gives us a breakeven point that should be able to easily achieve. Considering $125 for members and project to get 100 participants. Discussion between nonmembers and member fees.

ACTION: The Professional Learning Events Councillor for Conferences (Gaétan Hammond) will rework the numbers for the two PD Learning events to present to the President (Charlotte Raine) Nov 29

ACTION:. The President (Charlotte Raine) will rework and send out a balanced budget to the executive Dec 1st to vote and pass

Web accounts credentials

Passwords accounts have been updated and placed under the veil.

ACTION: The President (Charlotte Raine) will check with the Communication Councillor (Laurie Hnatiuk) to ensure all passwords for social media accounts are working and up to date.

4. Reports

4.1. President

DISCUSSION: Discussion revolving around survey sent to executive discussing needs and future of SSLA and its members.

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- Response rate was low so budget was unable to pass but members are comfortable using savings within reason.
- Part of the survey addressed getting revenue and of those who responded the most popular were:
  - generating more members
  - aligning PD with Ministry goals to help with attendance.
- Attendance regarding SLA is: half would like to attend full conference and half just the Sat
- Need to strive to build the SSLA profile outside Saskatoon
- Use ISTE to try and promote SSLA profile
- Encourage hubs for Learning Events
- Discussion with Rob Lehne regarding our special subject and lobbying for the future. Suggestions would be to have a draft letter teacher librarians could send to their admin if they were worried or concerned about the possibility of losing their position.   Specific example of Prairie Spirit division was discussed due to the elimination of their positions. Suggestion was made that we could send a draft letter to Rob Lehne to share with Kevin Schmidt (Prairie Spirit liaison) Discussion of the 1.1 policy from the STF which outlines the advocacy and lobbying policy of the STF. Rob did say that he did not want to see SSLA's concerns be put offside due to the STF policy. We can work together to find a voice to spread the word about the importance of TLs .
- Discussion of being able to actually obtain info from the Educator profile to know how many TLs are in the province. Previously Judy Nicholson who used to work for the Ministry was able to access the info from the Educator Profile.

ACTION: All executive should read over the minutes and the calendar to make sure they are informed regarding meeting dates.

4.2 President Elect

DISCUSSION: The President (Charlotte Raine) asked for reports from liaisons since there is no current individual in this role

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4.3 Treasurer/Membership

DISCUSSION: Renewals and new memberships are starting to come in so this is good news as memberships lapsed due to change of conference last year.

MOTION: The Past President (Carlene Walter) motioned that the Treasurer (Carol Preece) be in charge of the Quickbooks and Wufoo accounts in order to pay for the US exchange leaving the Past President the administrator of the Wufoo account. SECONDED by Gaétan Hammond CARRIED
ACTION: The President (Charlotte Raine) will talk to our STF liaison Rob Lehne regarding having a live document for membership

4.4 Publication Councillors

DISCUSSION: The winter issue of *The Medium* will be out in Jan. Posts by Jana Scott Lindsay continue to be added to the blog. Requests for additional articles for *The Medium* are always welcome

ACTION: *The Medium* will be out by the end of November using Flip Snak

4.5 Professional Learning Councillors

DISCUSSION: Need 9 more individuals to break even for Learning Events. Trouble with hosting but now seems to be cleared. Trouble knowing who has paid and who to send emails with the archive. Current method is very messy and not streamlined for ease of completing emails for archive. Wondering about having a live document about the registrations. Lots of unnecessary emails flying back and forth regarding the different roles and membership. Discussion regarding shared access to Wufoo.

Adrienne Gear has been secured as a presenter for March 11. In the process of booking the Hilton Gardens for Adrienne Gear. Discussion regarding promotion of Adrienne Gear. Survey of Regina TLs indicate a high interest in an event in Regina for April 22.

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SLA has put a call out for presenters and are hoping SSLA will present or respond to the call for presenters.

ACTION: The Past President (Carlene Walter) will provide admin access to Gaétan Hammond, Charlotte Raine, and Megan Baxter-Hernberg to the Wufoo account.

ACTION: The Publication Councillor Learning Events (Megan Baxter Hernberg) will double check to get the emails regarding Learning Events and the Publication Councilor (Chantelle Anderson) will provide emails from the PA Catholic registrants.

4.6 Communication Councillor

DISCUSSION: Shared report and discussed postponing the Twitter investigation due to pressing issues of PD events and time commitment of executive.

4.7 Special Projects Councillor

DISCUSSION: Little confusion with the Wufoo and have over 150 participants. Use the information of the badge but do not submit for the badge. Will follow up with the public libraries. Concern about whether or not participants are members and whether or not nonmembers who have had their membership lapse should be asked for further payment

ACTION: The Special Projects Councillor (Carla Katerynych) will follow up with inquires with the various public libraries that have indicated an interest

ACTION: The Communication Councillor (Laurie Hnatiuk) will send the letter to Special Projects Councillor (Carla Katerynych) regarding renewals so that Carla can cross reference and send out to individuals who need to renew.

4.8 Secretary/Archivist

DISCUSSION: No report to discuss. Councillor sent regrets regarding attending the meeting

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4.9 Past- President

DISCUSSION: The date for the conference is March 11 not April 11 as indicated in the agenda. New role and is willing to support executive any way she can.

5. New Business

5.1 Saskatoon Spring PD Event – Adrienne Gear

DISCUSSION: Will want to bring in as a special event. Breaking items of PD down into attendance. Took a poll in Adobe as to what executive think they can attend (SLA, Regina event

Event attendance from Executive in

Adrienne Gear 60%

SLA 60%

Regina 40%

5.2 Regina Spring PD Event

DISCUSSION: Looking for possible presenters such as Naomi Harm and Carlene Walter has been suggested. Proposed date April 22

5.3 Proposals for SLA Conference Sessions, May 2015

DISCUSSION: There is a one day fee and you can attend for free if you are just going to the AGM. Call for suggestions to submit. Proposal calls for SLA are curation materials, leading and learning strategies, and digital badging. Looking to use the sessions
MOTION: The Special Project Councillor motioned that we have the AGM and the awards on the Saturday May 7th of the SLA. Seconded Chantelle Anderson **DISCCUSION:** Quorum concerns. Attract more individuals for attendance. Offer digital attendance option after if low attendance no knowledge prior. CARRIED

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ACTION: The Professional Learning Councillor (Gaétan Hammond) will draft a proposal for the SLA conference on curation of materials

ACTION: The Special Projects Councillor (Carla Katerynych) will draft a proposal for the SLA conference on digital badging

ACTION: The President (Charlotte Raine) will contact Jana Scott Lindsay regarding a possible session on Makerspaces for the SLA conference

Leading Learning strategies

How TL's can support Sask READS

Digital Badging

Collaboration Projects

FNIM resources

Makerspaces

Coding

Databases,

How can our libraries work together?

5.4 Correspondence

5.4.1 SSLA Membership promotion - .pdf attached

5.4.2 Treasure Mountain 4 – Call for papers, due January 4, 2016

5.4.3 Survey regarding Library Learning Commons Concept in North America

5.4.4 Canadian Library Association – Liaison Report, Judith Sykes

    5.4.4.1 Update report

    5.4.4.2 Link to free webinars on Library Learning Commons, Calgary Board of Education

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5.4.5 Response from Regan Gunningham, Multitype Library Services Coordinator, Ministry of Education

5.4.6 SLA Conference Report – Judy Nicholson, Executive Director

6. Discussions

6.1 **Initial discussion on Executive roles and responsibilities and workload balance.**

Adjournment:

Meeting was adjourned at 12:08 by Chantelle Anderson. The next executive meeting will be at 10:00 on January 23rd in Saskatoon, exact location to be determined.

Minutes submitted by: Laurie Hnatiuk

Approved by: Charlotte Raine

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November 2015

SSLA Executive Action List

√	ACTION	WHO	COMMENTS
	Upload to the website the minutes from May 2015 and June 2015.	Rachel, Carlene, & Charlotte	
	Confirm that year end reports for 2014-2015 have been received from all executive members.	Charlotte	
	Check if finalized contracts for learning events have been submitted	Rachel, Charlotte	
	Prepare a resolution for STF Spring Council regarding getting access to teaching assignments as reported on Educator Profiles for January agenda.	Charlotte	
	Rework the numbers for the two PD Learning events to present to President by Nov 29.	Gaétan	
	Proposed budget to be prepared for a vote by December 1st to	Charlotte	
	Ensure all social media passwords are working and up to date.	Charlotte & Laurie	*completed Nov 21 and uploaded behind the veil
	Check revised calendar behind the veil for errors and note dates.	All executive.	
	Talk to our STF liaison Rob Lehne regarding having a live document for membership	Charlotte	

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	Double check that all the correct e-mails from PA Catholic have been received by Learning Events Councillor	Megan	
	Admin access for Wufoo account will be provided to Gaétan Hammond, Charlotte Raine, and Megan Baxter-Hernberg	Carlene	
	Follow up with those who have inquired about Digital Badging	Carla	
	The Communication Councillor (Laurie Hnatiuk) will send the letter to Special Projects Councillor (Carla Katerynych) regarding renewals so that Carla can cross reference and send out to individuals who need to renew.	Laurie & Carla	
	The Professional Learning Councillor (Gaétan Hammond) will draft a proposal for the SLA conference on curation of materials	Gaétan	
	The Special Projects Councillor (Carla Katerynych) will draft a proposal for the SLA conference on digital badging	Carla	
	The President (Charlotte Raine) will contact Jana Scott Lindsay regarding a possible session on Makerspaces for the SLA conference	Charlotte	
	Support new members and be cognizant of stresses and challenges.	Executive	ONGOING

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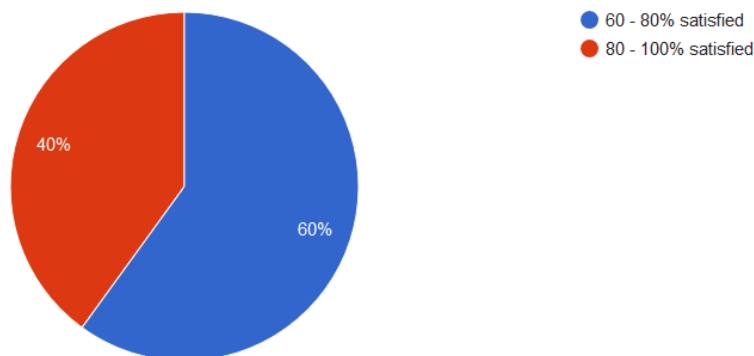Association

SSLA Executive Meeting

November 2015

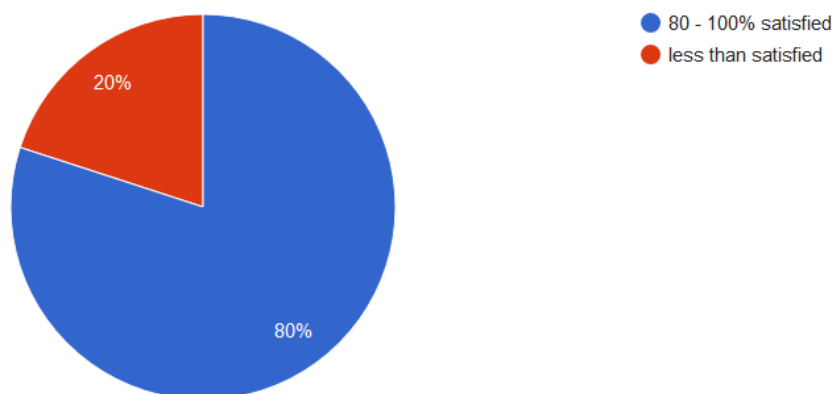## President's Report

INFORMATION ITEMS

1. Met with Carol to sign paperwork at Regina Teacher's Credit Union to transfer signing authority.
2. Compiled responses from the October information package and survey.
    a. 62.5% response rate, budget did not pass
    b. Suggestions regarding where to trim budget were passed on to executive members.
    c. Executive members are comfortable using the savings within reason.
    d. Half of the respondents would like to attend the entire SLA conference; half are interested in the Saturday sessions. (Correlation between Saskatoon residents and non-residents is notable.)
    e. Most popular revenue generating ideas:
        i. Increase membership
        ii. PD opportunities that align with the Ministry's goals with a reading/literacy focus and/or FNMI focus
    f. Other comments to note:
        i. Strive to build SSLA profile outside of the Saskatoon area
        ii. Exploit the ISTE connection to determine if funding is available through this international organization to raise SSLA's profile
        iii. Encourage groups of teacher-librarians to get together to view Learning Events in hubs around the province in the hopes that the discussion and commitment to others attending would increase participation.

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iv. Study the impact of a qualified teacher-librarian in Saskatchewan schools (Similar to Curry's Ontario study). Grant proposal for next year?

v. Continue to explore larger connections ensuring we are maximizing all that the digital age has to offer, example free online learning opportunities.

vi.

As an executive member, how satisfied are you with your role?

- 60 - 80% satisfied
- 80 - 100% satisfied

40%

60%

As an SSLA member, how satisfied are you with the services provided by SSLA?

- 80 - 100% satisfied
- less than satisfied

20%

80%

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3. Updated calendar.
4. Updated Web Accounts behind the veil.
5. Updated 4th Year Councillor PD Opportunity application behind the veil
6. Contacted our liaisons and updated the school division liaisons and the provincial/national/international liaison lists behind the veil.
7. Created a promo to advertise SSLA to prospective members and sent to all school division liaisons.
8. Wrote to Rob Lehne with our questions regarding accessing Educator Profile data to determine the number of teacher-librarians in the province, and lobbying options
9. Replied to Regan Gunningham at the Ministry regarding advertising of Ministry webinars and resources
10. Reworked the budget twice more!
11. Corresponded with Gaetan and Carlene regarding PD opportunities
12. Helped with planning a spring PD event

ACTION ITEMS

Report submitted by: Charlotte Raine

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November 2015

Google Analytics Data

Analytics Overview   October 1, 2015 – October 31, 2015

Visits by Source / Medium

Source / Medium	Sessions
google / organic	319
(direct) / (none)	208
learningandtechnology.wiki spaces.com / referral	76
rankings-analytics.com / re ferral	20
bing / organic	11
t.co / referral	11
yahoo / organic	8
scs.sk.ca.libguides.com / r eferral	7
m.facebook.com / referral	5
theinquiryprocess.ca / refer ral	5

Visits by Keyword

Keyword	Sessions
(not set)	373
(not provided)	325
saskatchewan school librar y association	6
0_28e73e37aa-3e4ee9732 9-239926473	4
ssla	3
inquiry unit plan template	1
saskatchewan school librar ians associations	1
ssla digital badges	1

Visits by Browser

Browser	Sessions
Chrome	329
Internet Explorer	160
Safari	127
Firefox	85
Safari (in-app)	9
Edge	4
Mozilla Compatible Agent	1
Opera Mini	1

Visits

716
% of Total: 100.00% (716)

Pageviews

1,418
% of Total: 100.00% (1,418)

Unique Visitors

518
% of Total: 100.00% (518)

Avg. Visit Duration

00:02:12
Avg for View: 00:02:12 (0.00%)

Visits by Country / Territory

Country	Sessions
Canada	582
United States	62
Australia	13
Brazil	11
United Kingdom	5
New Zealand	5
Philippines	5
Germany	3
India	3
Malaysia	3

Pages / Visit

1.98
Avg for View: 1.98 (0.00%)

Bounce Rate

59.78%
Avg for View: 59.78% (0.00%)

% New Visits

62.15%
Avg for View: 62.15% (0.00%)

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President Elect's Report

INFORMATION ITEMS

1. President requested reports from SSLA liaisons and posted replies in the Correspondence section of the agenda.

ACTION ITEMS

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November 2015

Treasurer/Membership's Report

INFORMATION ITEMS

1. Current Membership is: 89

2. Financial Statement Attached

3. Chequing account balance $16 747.78

4. Term Deposit balance $12 061.49

ACTION ITEMS

1. Discuss possibility of a live working document for Membership list

Report submitted by: Carol Preece

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SSLA Financial Report – Banking Summary
Saskatchewan School Library Association
Profit and Loss
June - October, 2015

	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Total l
Income						
Digital Badging Income	9.41			28.23	18.82	$56.46
Interest	0.62	0.60	0.60	0.58	0.65	$3.05
Learning Event	90.00			348.36	1,762.17	$2,200.53
Membership	261.81			115.62	599.18	$976.61
Total Income	$361.84	$0.60	$0.60	$492.79	$2,380.82	$3,236.65
Gross Profit	$361.84	$0.60	$0.60	$492.79	$2,380.82	$3,236.65
Expenses						
Digital Badging	1,042.00		239.24			$1,281.24
Executive Meetings	331.71					$331.71
Executive Travel	1,192.38				138.60	$1,330.98
Financial Record Keeping	20.90	41.80			20.90	$83.60
Gifts	154.28					$154.28
Publications	200.00					$200.00
Wufoo Online Survey Maker r	29.95	59.90			29.95	$119.80
Total Expenses	$2,971.22	$101.70	$239.24	$0.00	$189.45	$3,501.61
Profit	$ -2,609.38	$ -101.10	$ -238.64	$492.79	$2,191.37	$ -264.96

Friday, Nov 13, 2015 09:16:13 PM PST GMT-6 - Accrual Basis   This report was created using QuickBooks Online Essentials.

Report submitted by: Carol Preece

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November 2015

SSLA Financial Report – Proposed Budgetary Statement

As separate attachment to follow.

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November 2015

Publication Councillors' Report

INFORMATION ITEMS

- Chantelle has received articles for the Medium, which will be published by the end of the month. Thank you Laurie!
- Jana continues to make posts to the Blog – Thank you Jana!

ACTION ITEMS

- Call out for articles for Winter Medium. If you have anything to contribute, or know of anyone who would be willing to, **the deadline is <u>End of January</u>**
- Continue posting to the Blog.
- Discuss ways of having involving membership to contribute to the Medium

Report Submitted by Chantelle Anderson & Jana Scott Lindsay

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Budget

We have not spent any money yet, but will shortly as I get the expense claims in for the Medium Articles, and our Flip Snack subscription becomes due.

Balance	$ -			
Income	$ 550.00			
TOTAL INCOME	$ 550.00			
EXPENDITURES	Budget	Actual	Difference ($)	Difference (%)
Submissions 4 issues - 9 articles @ $50	$ 450.00			
Membership Contribution Incentives 4/yr	$ 50.00			
FlipSnack Subscription	$ 50.00			
TOTAL EXPENSES	$ 550.00	$ -		
GRAND TOTAL	Budget	Actual	Difference ($)	Difference (%)
Income	$ 550.00			
Expenditures	$ 550.00	$ -		
GRAND TOTAL	$ -	$ -		

Report submitted by: Chantelle Anderson & Jana Scott Lindsay

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November 2015

Professional Learning Councillors' Report – Learning Events

INFORMATION ITEMS

1. There are 29 participants for the 2015-16 Learning Events.
2. Megan and Carlene have access to the SSLA Classroom on Adobe Connect.
3. The first 2 archived Learning Event links have been sent to participants.
4. Cheque Requisitions have been submitted to Carol for Doug Johnson & Tech Chicks ($500 USD).

ACTION ITEMS

1. Follow up with those who have expressed interest in the Learning Events but have not registered yet.
2. Contact Adam Below ten days prior to event for slides and upload to class.
3. Send login information to registrants.
4. Send Cheque Requisition to Carol for Adam Below.
5. Possible discussion about participant registration process, PayPal glitches, and double registrations.

Report submitted by: Megan Hernberg

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Professional Learning Councillors' Budget Statement – Learning Events

LEARNING EVENTS BUDGET 2015-2016

INCOME	Memo		Budget		Actual		Difference ($)		Difference (%)	
Balance		$	-	$	-	$	-			
Registration Fees	$90 per person X 38	$	3,420.00							
TOTAL INCOME		$	3,420.00							

EXPENDITURES			Budget		Actual		Difference		Difference (%)	
Keynote	Honourarium	$	600.00							
Keynote Speaker	Honourarium	$	600.00							
Keynote Speaker	Honourarium	$	600.00							
Miscellaneous (PayPal Fee)		$	20.00							
TOTAL EXPENSES		$	1,820.00	$	-	$	1,820.00		#DIV/0!	
GRAND TOTAL			Budget							
Income		$	3,420.00	$	-					
Expenditures		$	1,820.00	$	-					
GRAND TOTAL (with $1100 profit)		$	1,600.00	$	-	$	1,600.00		#DIV/0!	

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November 2015

Professional Learning Councillors' Report - Conference

Information Items

Adrienne Gear will be presenting in Saskatoon on March 11th, 2016! Thank you to Carlene for making this contact on our behalf. A contract has been drawn up and sent to Adrienne.

The teacher-librarians in the Regina area were asked to complete a survey in early November. Fifty-two teacher-librarians from Regina Catholic, Regina Public, and Prairie Valley School divisions responded to the survey. The results of the survey are included below. Based on the results, I propose organizing a full-day event in Regina for April 22, 2016 on a topic dealing with Technology Integration. This is a PD day for both Regina Catholic and Regina Public divisions, and would free TLs to attend without accessing money for substitute teachers from their Professional Development funds.

The SLA Conference Committee sent a contract for our approval near the end of October, which was sent to Charlotte for approval. In brief, the SSLA will not be receiving any revenue from the SLA Conference. Anyone presenting a session at the Conference will be allowed to attend their session without registering for the full Conference, provided they do not attend any other sessions and do not partake of any meals at the Conference. This includes SSLA Executive Members. SSLA Members will be able to attend the AGM on Saturday, May7th without having to register for the Conference.

The SLA has put forth a Call for Presenters, and the deadline for applying is November 30th, 2015. In December, the Program Committee will be meeting to choose the sessions that will be presented at the Conference in May.
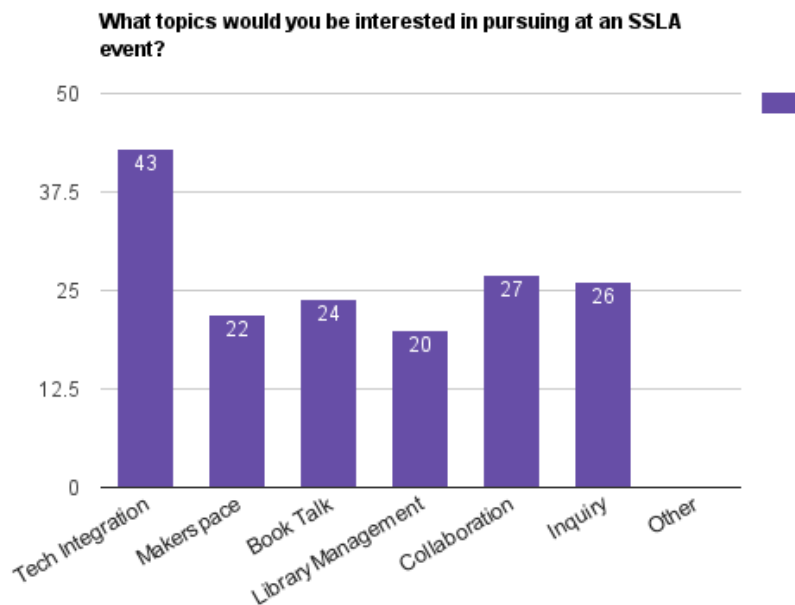
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Action Items

1. Finalize contract details with Adrienne Gear.
2. Book facilities for March 11th in Saskatoon.
3. Prepare promotional materials for Adrienne Gear workshop.
4. Advertise Adrienne Gear workshop on website.
5. Investigate a presenter for April in Regina.
6. Investigate a hall for April in Regina.
7. Submit proposals for the SLA Conference.
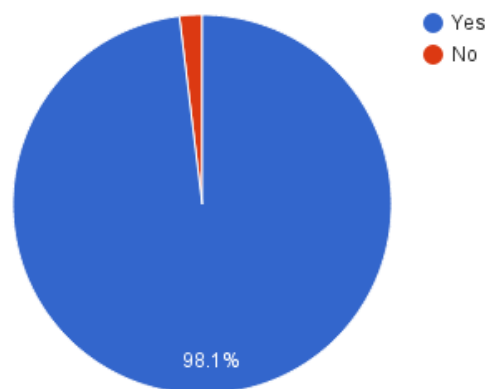8. Attend Program Committee selection meeting in December.

Report submitted by: Gaétan Hammond

Results of Regina and Area Survey

52 Respondents

What topics would you be interested in pursuing at an SSLA event?

Tech Integration	Makerspace	Book Talk	Library Management	Collaboration	Inquiry	Other
43	22	24	20	27	26	

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Count of Would you be interested in attending an SSLA event if it was held in the Regina area?

The reason for not attending was that all PD money had been used up.
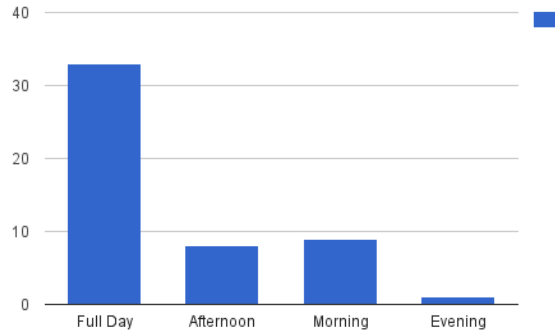
What month would you prefer to attend an SSLA event?

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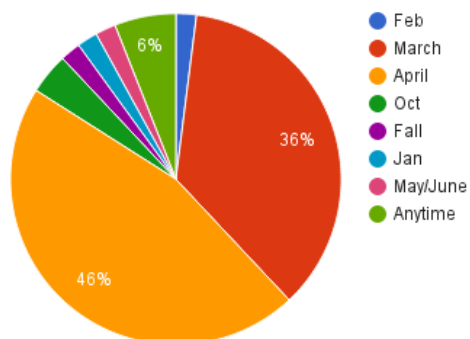
If you were planning to attend an SSLA event, what day of the week would you prefer?

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday
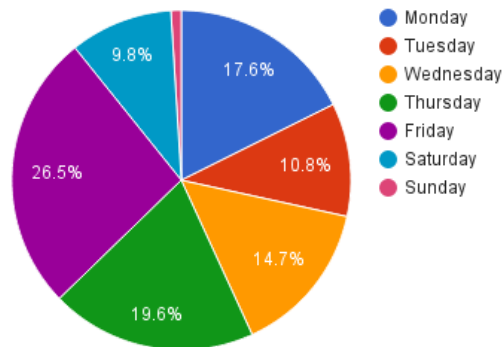
If you were to attend an SSLA event, which format would you prefer?

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Professional Learning Councillors' Budget Statement - Conference

ADRIENNE GEAR WORKSHOP BUDGET 2014-2015

INCOME	Memo	Budget	Actual	Difference ($)	Difference (%)
Balance		$	-		
Registration Fee	based on 50 people X $140	$ 7,000.00	$ -	$ 7,000.00	100%
Displayers' Lunch		$ -	$ -	$ -	#DIV/0!
Sponsorship		$ -	$ -	$ -	#DIV/0!
TOTAL INCOME		$ 7,000.00	$ -	$ 7,000.00	100%

EXPENDITURES		Budget	Actual	Difference ($)	Difference (%)
Planning Meetings		$ -	$ -	$ -	#DIV/0!
Keynote Speaker	Honourarium	$ 2,500.00	$ -	$ 2,500.00	100.0%
Keynote Speaker	Airfare	$ 1,000.00	$ -	$ 1,000.00	100.0%
Keynote Speaker	Accomodations (2 nights)	$ 475.00	$ -	$ 475.00	100.0%
Keynote Speaker	Meals	$ 100.00	$ -	$ 100.00	100.0%
Décor/tables		$ -	$ -	$ -	
Nametags		$ 50.00	$ -	$ 50.00	
Facility		$ 850.00	$ -	$ 850.00	100.00%
Swag		$ -	$ -	$ -	
Presenters' Gift		$ 60.00	$ -	$ 60.00	
AudioVisual		$ 215.00	$ -	$ 215.00	100.0%
Program		$ 25.00	$ -	$ 25.00	100.0%
Nutrition Break		$ 200.00	$ -	$ 200.00	100.0%
Lunch	$20 person (plus tip)	$ 1,100.00	$ -	$ 1,100.00	100.0%
TOTAL EXPENSES		$ 6,575.00	$0.00	$ 6,575.00	100.0%

GRAND TOTAL	Budget		Difference ($)		Difference (%)
Income	$ 7,000.00	$ -		$ 7,000.00	100.0%
Expenditures	$ 6,575.00	$0.00		$ 6,575.00	100.0%
GRAND TOTAL	$ 425.00	$ -		$ 425.00	0.0%

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SSLA Executive Meeting

November 2015

Communications Councillors' Report

INFORMATION ITEMS

1. Sent email(s) regarding the following items:
    a. Membership expiring
    b. Membership expired
    c. Membership reminder
2. Created and sent November Newsletter to liaisons and membership promoting the Learning Events, SLA Call for Presenters and Digital Badging using Mail Chimp. http://bit.ly/1GUg2nY
3. Sent an email of the October Digital Information meeting at the request of Multi-type Library board
4. Sent an article to Chantelle fulfilling requirements for accepting ISTE Conference support.
5. Provided the Treasurer with receipts for the ISTE Conference (submitted Hotel and Registration fees)
6. Maintained gmail account.
7. Maintained Twitter account sending tweets regarding Learning Events #aasl15 and other relevant tweets.
8. Klout score is 38.

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9. Added relevant posts to the Facebook page
    a. Since September we have added 6 individuals to our group with 123 members
10. Updated the Pinterest Account
    a. Currently we are following 82 and have 134 followers (increase of 7)
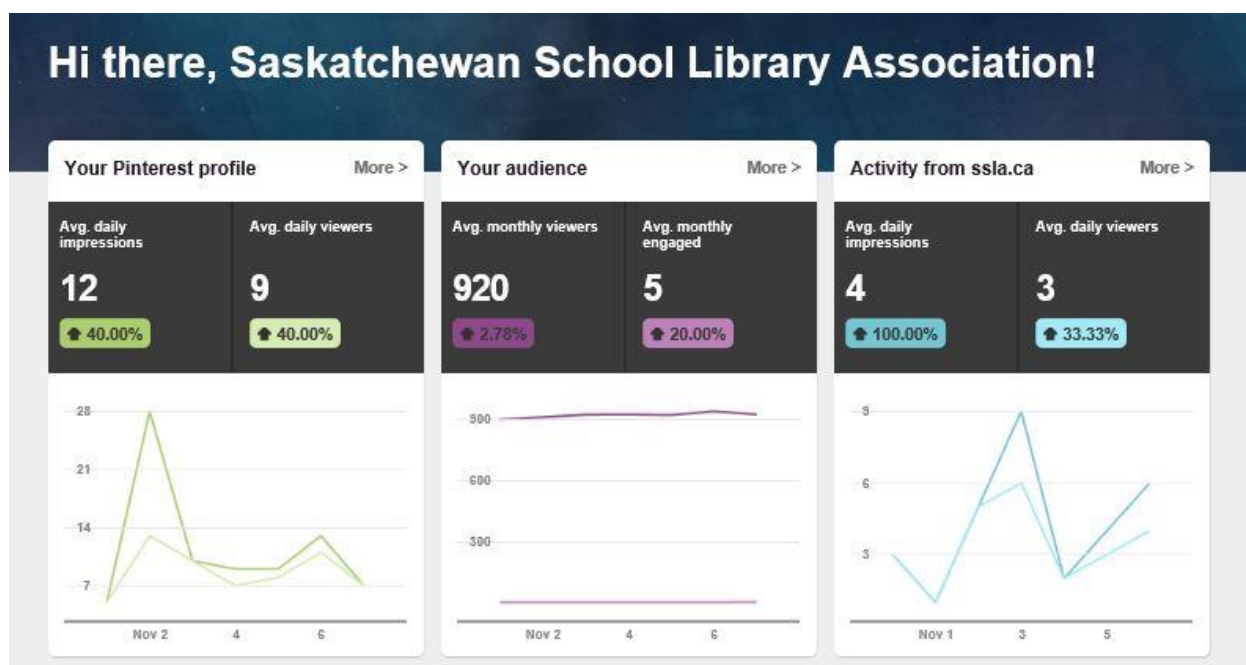
Action Items

1. Maintain Pinterest board on a more regular basis.
2. Look into possible Twitterchat.

Report submitted by: Laurie Hnatiuk

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SSLA Executive Meeting

November 2015

Special Projects Councillor's Report

Information Items

9 new registrations Sept. through Nov 15, one institutional for Living Sky

Respond to emails inquiries and concerns

 22 Badge submitted, added comments and approved

Contact Lloydminster Public Library re follow up form IT Summit

ACTION ITEMS

Continue with registrations and promotion

Review and approve Badge submissions

Confirm budget and registrations to membership and Treasurer report

Report submitted by: Carla Katerynych

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November 2015

Budget Statement

INCOME Memo		Budget		Actual		Difference ($)		Difference (%)	Adjusted Budget	
From Income	$	1,000.00			$	1,000.00			1000	
Transfer from Chequing	$	500.00			$	500.00		100%	500	
Registration	$	250.00							250	
TOTAL INCOME	$	1,750.00	$	-	$	1,750.00		100%	1750	

EXPENDITURES		Budget		Actual		Difference ($)		Difference (%)	Adjusted Budget	
Web Creation- Phase 6	$	453.75			$	453.75		250.0%	250	
Celebration - Badges and Beverages	$	250.00			$	250.00			0	
Working Group Meetings	$	125.00			$	125.00			50	
Publicity - Signage and Print Promotional Materials	$	200.00			$	200.00			50	
Repayment to Chequing	$	1,000.00			$	1,000.00			1000	
Stock Image License	$	200.00			$	200.00			0	
Web Design and Video Creation	$	500.00			$	500.00			400	
Miscellaneous	$	21.25			$	21.25			0	
TOTAL EXPENSES	$	2,750.00			$	2,750.00		100.0%	1750	

GRAND TOTAL		Budget		Actual		Difference ($)		Difference (%)	Adjusted Budget	
Income	$	1,750.00	$	-	$	1,750.00		100.0%	1750	
Expenditures	$	2,750.00	$	-	$	2,750.00		100.0%	1750	
GRAND TOTAL	-$	1,000.00	$	-					$0.0	

Report submitted by: Carla Katerynych & Carlene Walter

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November 2015

Secretary/Archivist Councillor's Report

INFORMATION ITEMS

No report submitted.

ACTION ITEMS

Report submitted by:

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Past President's Report

INFORMATION ITEMS

Secured Adrienne Gear as a keynote speaker on March 11, 2016 in Saskatoon

Updated Learning Events web page

Responded to or forwarded emails sent via the web site

Met with Gaetan and Charlotte regarding Multitype conference

Fixed technical issues regarding Adobe Connect and Gmail account

Submitted the final report to the STF regarding the Digital Badging grant.

ACTION ITEMS

Determine strategic plan for 2015-16 for Digital Badging after budget has been approved

Report submitted by: Carlene Walter

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SSLA Executive Meeting

November 2015

New Business

5.4.2 Treasure Mountain 4 – Call for papers

Dear Colleagues:

It is our pleasure to extend this invitation to you. As one of our valued education leaders in Canada today, we hope you will consider contributing a paper to an important symposium about the future of learning, being held in partnership with the Ontario Library Association in Toronto during the OLA Super Conference in January 2016. The focus of the event is explained in more detail in the attached invitation and support materials.

Attendance at the symposium is not a requirement, we need your stories, research, strategies and observations to collectively build voice for the future work of school libraries. We will invite conversations for those who cannot attend the actual event via our blog http://tmcanada.blogspot.ca/ and Twitter #tmcanada2016. All papers that have permission by the author will be posted in PDF on the TM Canada Site. https://sites.google.com/site/tmcanada3/home . Papers are required by January 4, 2016.

We would be honoured if you consider contributing a paper for study at our symposium. If you know of other educators who are actively working on research that would apply, please forward this message. If you need more information or you wish to discuss your work with us, please contact anyone of our Planning Committee members.

Many thanks for your time.

Sincerely,
Carol Koechlin and Liz Ker

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Co-chairs of the Planning Committee for Treasure Mountain Canada
email koechlin@sympatico.ca
email lizannkerr@gmail.com

TMC Treasure Mountain Canada — The 4th Treasure Mountain Canada Research Symposium and Think Tank is coming! Mark your calendar now and plan to participate.
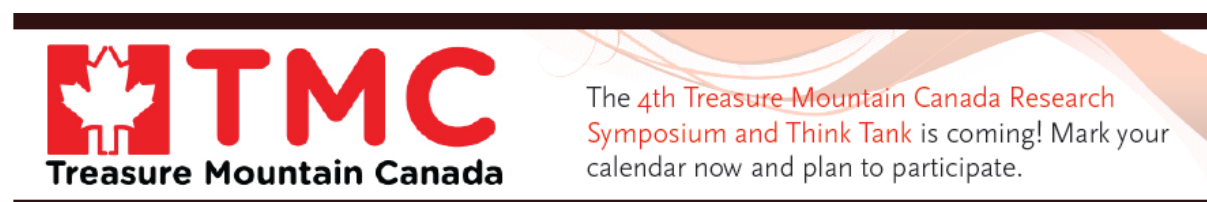
CALL FOR PAPERS

Canadian Scholarly Research and Profession Writing Regarding School Libraries in Canada

Treasure Mountain Canada is pleased to announce the fourth biannual TMC symposium to be held in partnership with the Ontario Library Association in Toronto during the OLA Super Conference in January 2016. Special pricing arranged by OLA will enable delegates to attend TMC4 and extend their conference experience at preferred rates. Full information and registration will be available on the Super Conference website in early October.

Treasure Mountain Canada is a participatory learning experience designed to bring researchers and practitioners together to discuss and debate current Canadian research and scholarly writing which impacts on the role of school libraries vis-à-vis educational strategy and transformation. Papers and work from previous TMC experiences are archived for viewing and study at https://sites.google.com/site/tmcanada3/home.
The first Treasure Mountain Canada, held in Edmonton in 2010, focused on "*Transforming Canadian School Libraries to Meet the Needs of 21st Century Learners*". In Ottawa in 2012 the focus became *Learning for the Future: Working Towards Revised National Standards for School Libraries in Canada*. In Victoria in 2014 the focus was the launch of the CLA document *Leading Learning: Standards of Practice for School Library Learning Commons in Canada*. TMC4 in Toronto will focus on deeper implementation of the National Standards, and evidence that the standards are making an impact on teaching and learning in Canada.

The goal of TM Canada is to make the school library a key area of academic debate. At this time, the TMC4 planning committee is pleased to extend an invitation to teacher-librarians and educators across the country for papers for the fourth publication which will be one of the essential resources for the January symposium. We suggest either teacher-research and/or academic research related to the theme and strands:

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Theme: Growing Impact of Leading Learning: Standards of Practice for School Libraries in Canada

- Co-teaching for Deeper Learning
- Innovation for Learning
- Building a Learning Community

We recognize the outstanding contributions so many of you are making to teaching and learning in Canada. Your work needs to be recognized by the greater education community – and documented, so that it can become part of the debate. Papers will be peer reviewed and posted online for study prior to the symposium. A checklist of specific requirements for papers is included below, and a handy guide for teacher-librarians new to action research is attached. Papers are required by January 4, 2016: please send to   koechlin@sympatico.ca

For planning purposes, please let us know if you hope to submit a paper. If you have any questions or wish to discuss this initiative further contact Carol Koechlin by email koechlin@sympatico.ca or by phone 416 751 0889, or contact any member of the planning committee. Watch for more details coming soon regarding the TMC4 program and registration information on the OLA Super Conference site and in the next issue of SLIC (School Libraries in Canada).

Planning Committee for Treasure Mountain Canada TMC4

- Carol Koechlin, Library Program Consultant, Speaker, Author - email koechlin@sympatico.ca
- Anita Brooks Kirkland, Consultant, Libraries & Learning – email anitabk@bythebrooks.ca
- Liz Kerr, School Library Advocate - email lizannkerr@gmail.com
- Jeanne Conte, OSLA President, Instructional Coordinator/Educational Librarian Curriculum and Instruction Support Services - email jeanne.conte@peelsb.com
- Cindy van Wonderen, Co-Moderator for Voices for School Libraries Network,TDSB Instructional Leader - email cindy.vanwonderen@tdsb.on.ca
- Jo-Anne Gibson, Co-Moderator for Voices for School Libraries Network Teacher Librarian, Manitoba – email jgibson@pembinatrails.ca
- Professor David V. Loertscher , School of Library and Information Science, San Jose State University - email davidl@slis.sjsu.edu

Checklist for TM Canada papers

- ☐ If print format:
  - o Approximately 1500-3000 words in length
  - o Digital MS Word document - Arial 12 point
  - o Single spaced and visuals (e.g. charts and graphs) embedded

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- ☐ Alternative media formats such as websites and video are also welcome
- ☐ References in any standard format
- ☐ Short biography of writer, about 200 words plus a digital photo would be appreciated
- ☐ Permissions if previously published
- ☐ Permission to publish your paper in PDF on TM Canada Site https://sites.google.com/site/tmcanada3/home
- ☐ Papers are needed by January 4, 2016.

Note: Papers will be peer reviewed. Copyright to remain with the writer.

Questions about submissions should be directed to Carol Koechlin koechlin@sympatico.ca

Publication Editor - Professor David V. Loertscher,

TMC
Treasure Mountain Canada

Action Research Process for Teacher Librarians Made Simple

- Consider your present program and the needs of learners today.
- Identify a target for improvement.
- Develop questions to guide your work.
- Imagine how you might achieve your target.
- Investigate what others have tried and develop your own plan.
- Try it out, adjust strategies if necessary and keep track of your evidence.
- Analyze and interpret your results.
- Prepare a summary report and share.
- Apply your findings to better address learning needs in your school library.

NOTE: Working with another teacher or a small group will enrich the process. It is always helpful to build a learning network and bounce ideas around with others.

Resources to help you get started

Link to TMC1 Papers http://tmcanada.pbworks.com/w/page/26268862/TM%20Canada%20Papers

Link to TMC2 Papers https://sites.google.com/site/treasuremountaincanada2/

Link to TMC3 Papers https://sites.google.com/site/treasuremountaincanada3/

web: www.ssla.ca
e-mail: sasksla@gmail.com
twitter: @SaskSLA
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Ontario Library Association. http://www.accessola.com/osla/toolkit/intro.html *Think You Can't? Yes You Can! : Teacher Librarian's Toolkit for Student Success.*

Harada, Violet. Librarians and Teachers as *Research Partners: Reshaping Practices Based on Assessment and Reflection* http://www2.hawaii.edu/~vharada/Research-Partners-2005.pdf

Sykes, Judith. 2013. *Conducting Action Research to Evaluate Your School Library*. Westport, CT: Libraries Unlimited.

Alberta Teachers' Association. *Action Research Guide for Alberta Teachers* http://www.teachers.ab.ca/SiteCollectionDocuments/ATA/Publications/Professional-Development/ActionResearch.pdf

5.4.3 Survey regarding Library Learning Commons Concept in North America

From David Loertscher

Here is the notice that I sent out. Perhaps you can forward it around Canada:

During the Treasure Mt. Research Retreat Nov. 4-5 in Columbus OH, a group of scholars and teacher librarians will be looking at the spread of the library learning commons concept across North America. We would appreciate it so very much if you, as a building level teacher librarian would fill out a short questionnaire about the topic (less than 5-10 min.) to help us in our work. Ross Todd, Joyce Valenza, and I will be leading the analysis and will publish the results in various places.

We would appreciate it if you could forward this questionnaire to your various local and state networks.

The short questionnaire is at:

https://docs.google.com/forms/d/1DGuFZM4j_BvF2ZB601f8Dez9XpCvJO_D59RlGj6S1EY/viewform

Thank you so very much for your help!

Professor David V. Loertscher
School of Information
San Jose State University

Home address: 123 East 2nd Ave. #1106
Salt Lake City, UT 84103
mobile: 801-755-1122, Home: 801-532-1165

5.4.4 Canadian Library Association – Liaison Report, Judith Sykes

5.4.4.1 Update report

e-mail correspondence, November 10, 2015
Hi Charlotte, thank you so much for doing this & sharing what we send with the SSLA. Much appreciated!

I think at this time it is really important to remind everyone of the forthcoming TMC4 and call for papers. Even if they can't attend a paper would be most welcome & people often skype in to talk about their paper. Papers don't have to be long either; they really are a reflection of the great work going on in school library learning commons! I've re-attached the flyers so they are handy for you to share.

A few other things, Linda & I have revised our series of webinars for the Calgary Regional Consortium and are working on a second series. The webinars are now free of charge and the link should come out later this week. I will send it to you when it comes out as they start in January; anyone across Canada can join as there is less emphasis on the Alberta policy and more on just going forward with school library learning commons. Six webinars are in each series & fall either on a Monday (series 2) or Thursday (series 1) from 4:30-5:30 with time in between to try ideas or tools back at school. Here are brief descriptions, link coming soon:

Series 1. How does the new Alberta Learning Commons Policy influence us in our daily Learning Commons adventures? Working through 6 "essential conditions" for implementing an educational initiative, we provide ideas, tools and participant activities for school library learning commons.

Series 2. Assessing Selected Components of a Learning Commons - based on a forthcoming TMC4 paper, the series of 6 webinars explores 14 selected themes from *Leading Learning: Standards of Practice for School Library Learning Commons in Canada* for school principals, teacher-librarians and staff to examine in detail as to what to look for and suggested questions to address when implementing or assessing the particular theme. The themes are grouped around the paradigm shift, collaboration & literacy, and technology.

I am in the process of finishing the first draft of a new book coming out in spring 2016 - *The Whole School Library Learning Commons: An Educators' Guide* from Libraries Unlimited, 2016.:-)

Carol & David also have two new companion books out: *The Elementary School Learning Commons: A Manual & The Secondary School Learning Commons: A Manual* available from LMC Source: http://lmcsource.com/ The papers from the recent TMC 22 United States are coming out too, I believe on the same site, entitled *The Library Learning Commons: Start a Revolution*. Read Carol's blog about it at http://tmcanada.blogspot.ca/2015/11/treasure-mountain-research-retreat-22.html

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Thanks again for asking & sharing, and do let me know about any news from SSLA you would like us to share.

Regards, Judith

Judith Sykes
Project Coordinator, National Project,
Leading Learning: Standards of Practice for School Library
Learning Commons in Canada, 2014
judith.sykes@shaw.ca

TMC
Treasure Mountain Canada

The 4th Treasure Mountain Canada Research Symposium and Think Tank is coming! Mark your calendar now and plan to participate.

What is TMC? Treasure Mountain Canada (TMC) is a school library research symposium. Researchers, writers, leading thinkers and practitioners come together every 2nd year to highlight, analyse, debate and study current research and scholarly authorship to promote continuous improvement in school librarianship in Canada.

Where: Toronto, ON

When: January 2016
in partnership with the
Ontario Library Association
Super Conference

Theme: **Growing Impact of Leading Learning: Standards of Practice for School Libraries in Canada**
This theme will explore: co-teaching for deeper learning, innovation for learning, and building a learning community
http://clatoolbox.ca/casl/slic/llsop.html

How are you implementing Leading Learning standards? We invite your ideas. Call for Papers opens in September. Visit accessola.com to submit.

TMC is being held during the **2016 OLA Super Conference**. Special pricing will allow you to attend both TMC and the OLA Super Conference for a truly outstanding learning experience! OLA member rates are being extended to all TMC delegates.

For information regarding the previous TMC events, see
https://sites.google.com/site/tmcanada3/

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5.4.4.2 Link to free webinars on Library Learning Commons, Calgary Board of Education

e-mail correspondence, November 12, 2015

Hello again Charlotte, here is the link to the free webinars on learning commons that Linda & I are presenting. Kindly pass it on. Thanks!

https://crcpd.ab.ca/programs/category/27#programs

Title / Presenter	Date	Grade	Topic	Webinar	Registration
Learning Commons Collaborative Community Please see Ed Tech & LC Collaborative to register	Oct 15, 2015 Nov 19, 2015 Jan 14, 2016 Feb 25, 2016 Apr 21, 2016	K-12	—Collaborative Communities —Learning Commons/Library		**Cancelled**
PDF Educational Technology & Learning Commons Collaborative Community Various	Nov 19, 2015 Jan 21, 2016 Mar 3, 2016 May 5, 2016	K-12	—Collaborative Communities —Learning Commons/Library		Register Online
PDF How Does the New Policy Influence Us in Our Daily Learning Commons Adventures? Judith Sykes & Linda Shantz-Keresztes	Jan 14, 2016 Jan 28, 2016 Feb 10, 2016 Feb 25, 2016 Mar 10, 2016 Apr 7, 2016		—Learning Commons/Library —Leadership	⛬	Register Online
PDF Ok, We've Moved Furniture, and Weeded Collections; Bring on the Learning Commons Next Steps: Assessing Selected Componets of Leading Learning Judith Sykes & Linda Shantz-Keresztes	Mar 14, 2016 Apr 4, 2016 Apr 18, 2016 May 2, 2016 May 16, 2016 May 30, 2016		—Learning Commons/Library —Leadership	⛬	Register Online

5.4.5 Response from Regan Gunningham, Multitype Library Services Coordinator, Ministry of Education

Gunningham, Regan ED <regan.gunningham@gov.sk.ca>
Mon 2015-11-16 9:10 AM

Hi Charlotte,
 I'd be happy to add SSLA to my distribution list. Can you recommend a contact person to receive email notices? Does SSLA have a Twitter/Facebook account that I can notify? The upcoming webinar will also be listed in the Ministry bi-weekly bulletin.

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Your SSLA members should also know that the webinars are recorded and available on the Library Toolshed – http://librarytoolshed.ca If any SSLA member would like to present a webinar on an MDLP database I'd be happy to facilitate that. Throughout 2015/2016 and 2016/2017 we are focusing on the core MDLP databases and Sask History Online.

Regan Gunningham
Government of Saskatchewan
Multitype Library Services Coordinator
Provincial Library & Literacy Office, Ministry of Education

409A Park Street,
Regina, Saskatchewan, Canada S4N 5B2

Bus: 306-787-3953

5.4.6 SLA Conference Report – Judy Nicholson, Executive Director

Conference 2016 Report

The Conference Planning Committee (co-chairs – Susan Baer and Barbara Bulat, Regan Gunningham(secretary) Michael Shires, Judy Nicholson, Robert Thomas) has been meeting for about a year, developing ideas, hashing out arrangements, trying to determine how to get participation from a variety of organizations. There has been some push & pull as we try to stay the course as an SLA conference and yet open up to new ideas, innovations, and approaches - perhaps this has been the most trying part of the experience.

We have decided on the title "Cooperation Saskatchewan Style: 20 Years of Success" and have a logo in its final stages of development. The conference planner/schedule has been worked out, Joseph Boyden booked as the Keynote, venue was booked (Radisson in Saskatoon), and the program committee is meeting on September 18 to start the work for a call for presenters.

The final budget is being put together on Sept 17 by Barbara, Susan and Judy, and will be based on last year's budget and any additions this year. With the proposed Conference Presenter Travel Budget we will likely prepare two options on the budget, one with a fund and one without.

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Partnerships – so far SLTA, and SSLA, also SaskPolytechnic Library Tech Progam as well as PLLO and MLB are participating - we have also had some input from Sk Council of Archives and Archivists, and are hoping to involve SALT and others.

A communication plan will be developed soon and we will soon begin to promote the conference in a real way. One idea is to print the logo on coasters for the Happy Hour parties and then use some at the conference as well. (they are very inexpensive).

Call for Presenters has gone out with a November 30 deadline.

Exhibitor, Sponsorship, and Advertisers prospectus going out around November 20, 2015.